

2010 ANNUAL REPORT

THE TOWN OF
SOUTHBOROUGH, MASSACHUSETTS



Dedicated to James B. Denman

One Hundred Thirty-Seventh

ANNUAL REPORT

of the

TOWN OF SOUTHBOROUGH

MASSACHUSETTS



For the Year Ending

December 31, 2010

Credits

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Donna L. McDaniel

Reports

Department heads, committee chairs

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Photos for the dedication

Margaret Denman, Maura Flynn

and Assabet Valley Regional High School

Ladder truck: Susan Fitzgerald/MySouthborough.com

Photographer Chris Wraight (Algonquin sports)

Linda Hubley of Southboroughnews.com—cover photo, section pages

and several others in the archives of Southboroughnews.com

**The 2010 Southborough Annual Town Report is dedicated
to
James B. Denman**

*Southborough's representative to the
Assabet Valley Regional Technical High School 1983-2010*

Planning Board member 1978-1983

Poll worker 1980-2010

Democratic Town Committee 1980-2010

Veteran

To many of us, Jim Denman was the familiar face making certain our votes were counted properly at the ballot box in Precincts 1 and 2, as one of the "Greatest Generation," a veteran proudly marching in the Memorial Day Parade, and as "Mr. Assabet," our elected representative to that school's board for 29 years, who faithfully rose at Town Meeting to remind us of the accomplishments of the school and the many advantages it offered to its students and member communities. He also served a five-year term on the town's Planning Board.

Jim was also known in our community as a dedicated worker for St. Mark's Church, as a life-long sports fan for his college and local Boston teams, as the tender of hundreds of rose bushes and president of the New England Rose Society, as an inveterate traveler, whether by camper or plane, and, to those fortunate enough to be in a league with him, as a faithful golfer and bowler.





James B. Denman

**"A man of conviction, courage, selfless drive and devotion...
to his family, his community, and his country."**

- Born in Bradford, PA, in 1920. Active in football, basketball, and track in high school.
- Attended Penn. State Univ., leaving half way through to serve in the Army during World War II. Under the GI Bill, returned to graduate from St. Bonaventure University in 1949.
- Married Lois Whidden on March 1, 1945 (after a 10-day engagement!); they celebrated their 65th anniversary in 2010.
- Became parents of Margaret, Lois, and James, and eventually grandparents and great-grandparents to eight.
- 1978 Retired after 35 years as a U.S. Postal Inspector in Rutland, Vermont, Boston, and Worcester.
- Died on Patriot's Day, April 19, 2010.

Southborough's Representative to Assabet Valley — 29 years

Jim came to the position he held for almost three decades by accident. While working the polls, someone noticed there was no candidate for the Assabet Committee and suggested to Jim that he write in his name. After thinking a few minutes, Jim put his name down as one of 23 write-in votes that gave him the seat. He was appreciated by fellow committee members as "a consensus builder who places the interests of the district and its children above any other considerations."

Awards

1996 the "Distinguished Service Award" from the Massachusetts Interscholastic Athletic Council (MIAC), honoring those who have "made impressive contributions over the years, and have an outstanding record of service to the Association." A member of the MIAC for ten years, with several terms as chair, Jim helped fulfill the Council's responsibilities for approving rule changes for interscholastic athletics and settling any disputes over athletic contests.

2007 A "Lifetime Achiever" Presented to Jim by the Massachusetts Association of School Committees honoring those "who have conscientiously served the educational community through participation on boards, committees and commissions or task forces." Nominated as one who has been "a major supporter of the school and athletics;" the honor "could not get to a better individual and gentleman," wrote those who nominated him.

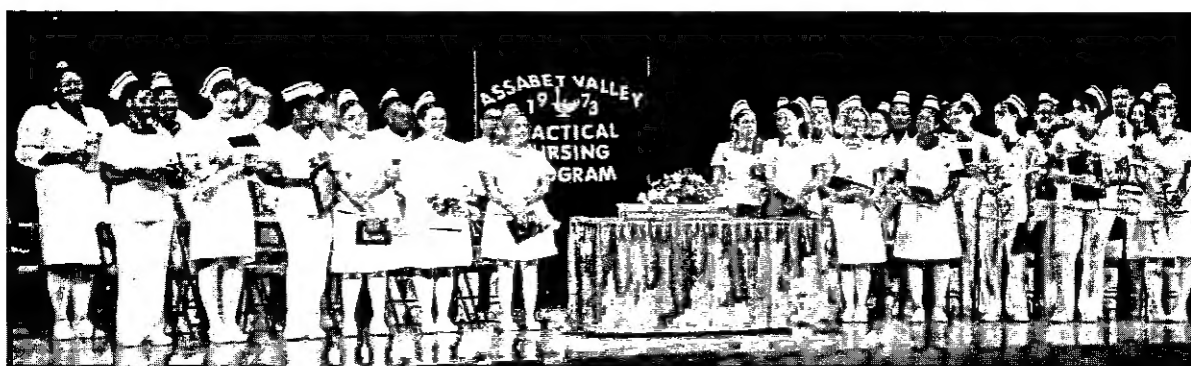
The 2008 Democracy in Action Award. In 2008 the Middlesex & Worcester Democratic Coalition honored Jim and his wife Lois with a Massachusetts State House Citation, an award for their lifelong activism on behalf of Democratic candidates and values. Senators Pam Resor and Jamie Eldridge presented the award.



Photo: Maura Flynn



There are those who knew Jim as Dad, James, Jim, Gramps, Pop, and JB; he had just one name for his wife, Lois—"Dear." The family remembers him "first and foremost as a gentleman who loved his family, loved to devote his time to good causes, loved his rose gardens, loved to play golf and sports, was a good dancer, was a deacon at St. Mark's Church, and was very generous with his money for his family and charity."



Perhaps the best way to honor Jim is to relay some of his words about the school he loved so much. In Jim's eyes, his time on the committee was "the best experience" of his life. In a 1999 interview, he spoke of Assabet's "stronger emphasis on academics" than in the past. "We had 40 kids go to college last year, which previously would have been unheard of at a technical vocational school." He often said how he wished more students from his own town enrolled in Assabet. People in Southborough "don't realize what they have," he said. "Ninety-two to 95 percent of the graduates are immediately placed in a job or college. Our students come out with a trade to go to work if they need to, and with a diploma if they want to go to college."

Let his words not be forgotten.

Dedicating Our Town Reports

Over the years, it has become a Southborough tradition to dedicate the Annual Town Report to a persons (or persons) who has contributed to making our community a place we are proud and happy to call home. The person so honored may have served as a long-time employee in one of the town departments or as a volunteer who spent untold hours as the member of a committee (sometimes several) as an elected or appointed member. Here are the honorees, beginning in 1976.

2010 – James B. Denman
2009 – Thomas W. McAuliffe
2008 – William H. Webber
2007 – James Chance
2006 – Janice C. Conlin
2005 – John W. Boland, Jr.
2004 – Robert E. Melican
2003 – William J. Colleary, Jr.
and Judith N. Williams
2002 – To Those Who Preserve
and Celebrate Our Heritage
2001 – Southborough's 275th
Anniversary & 150th Anniversary
of the Library
2000 – The Year of the Voter in
Southborough and Our Nation
1999 – To Those Who Have
Walked These Ways Before Us
1998 – Philip G. Mauch
and Timothy P. Stone
1997 – John A. Lundblad
1996 – George A. Hubley, Sr.
1995 – Calvin J. Mauro

1994 – James A. Higgiston
1993 – Donna Berryman
1992 – Maureen F. Maguire
1991 – Sadie Stivers Hutt
and Frank R. Aspinwall
1990 – P. Brent Trottier
1989 – Lorraine C. Keller
1988 – Leo J. Pessini, Sr.
1987 – Louis J. Bartolini
1986 – Mary E. Finn
1985 – Sereno William Johnson
1984 – Florence A. Fitzgerald
1983 – Benedict T. (Barney)
Maguire and George A.
Mooney, Jr.
1982 – Howard Truesdale
1981 – Arthur L. Hosmer
and William J. Colleary
1980 – Ralph Clark
1979 – William L. Zolli
1978 – George Boutilier
1977 – Fred L. Baker
1976 – Mary J. Firmin

***In Memoriam
2010***

***Honoring
Employees and Volunteers of the Town of Southborough***

Louis J. Bartolini

The 1987 Town Report was dedicated to Mr. Bartolini

Advisory Board

Board of Selectmen 1963-1978, 1979-1982

Industrial Development Finance

Authority 1984-1991

Conservation Commission 1991-2007

Past Commander, veterans' organizations

First Colonel of Southborough's

Bicentennial Militia

Southborough Democratic Town

Committee — 50 years

Charles Brewer

Call Firefighter (32+ years)

Southborough Housing Authority

Patricia Murphy Capone

Planning Board

Paul Dash

Cable Television Committee

Jeanne Davis

*Longtime Neary School Librarian
Charter Member, Southborough Historical Society*

James B. Denman

*Planning Board
Assabet Valley Regional Vocational Technical School Committee 1983-2010
Election Worker
Democratic Town Committee (30 years)*

Daisy Desimone

Election Worker

Benita Hubley

*Head Dietitian, Neary School
Volunteer in all schools*

Patricia Landry

Longtime Special Needs Aide at Assabet

Ida McHugh

Selectmen's Secretary

Myles O'Reilly

*Planning Committee for Colonial Gardens
Capital Budget Planning Committee*

Frederick Quinn

Election Worker

Gail Rowe

Election Warden

Denson Satterfield, Jr.

*Selectman
Conservation Commission
Reserve Police Officer*

Robert Spayne

*School Committee
School Building Committee*

Judith Williams-Thornton

*The 2003 Annual Town Report was dedicated to Mrs Williams
Town Librarian 1972-2003*

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| |
|---|
| <p style="text-align: center;"><i>Southborough at a Glance</i> <i>Settled in 1688 Incorporated July 6, 1727</i></p> |
|---|

| | |
|---|---|
| <i>Area</i> | 13.79 square miles. 67.2 miles of town roads; 10.72 miles of state roads |
| <i>Form of Government</i> | Open Town Meeting; Board of Selectmen |
| <i>Public Library</i> | 25 Main Street |
| <i>Public Safety</i> | Police Department, 19 Main Street Fire Department and emergency ambulance service: 21 Main Street |
| <i>Schools</i> | Elementary: Albert S. Woodward Memorial School, 28 Cordaville Road, Margaret A. Neary School, 53 Parkerville Road; Mary E. Finn School, 60 Richards Road Middle: P. Brent Trottier Middle School, 49 Parkerville Road Private Schools: St. Mark's School, 25 Marlboro Road; Fay School, 48 Main Street Regional High Schools: Algonquin, 79 Bartlett Street, Northborough; Assabet Valley Regional Vocational, 215 Fitchburg Street, Marlborough |
| <i>Recreation</i> | South Union Building, 21 Highland Street |
| <i>Hospitals</i> <i>within 10 miles</i> | UMASS Memorial-Marlborough Hospital, 157 Union St. (508-481-5000); MetroWest Medical Center-Framingham Union Campus, 115 Lincoln St. (508-383-1000) |
| <i>Houses of Worship</i> | Roman Catholic: St. Anne's, 20 Boston Rd., St. Matthew's, 105 Southville Rd.; Episcopal: St. Mark's, 27 Main Street; United Church of Christ, Congregational: Pilgrim Church, 15 Common Street; Federated: First Community Church, 137 Southville Road; Evangelical, nondenominational: Chinese Gospel Church, 60 Turnpike Road |
| <i>Utilities</i> | Electricity—National Grid; Gas—NSTAR; Water from Quabbin Reservoir by Mass. Water Resources Authority; Cable TV and Internet: Charter Communications, Inc. — 1-800-634-1008 and Verizon — 1-888-553-1555 |
| <i>Transportation</i> | MBTA Commuter Rail, Intersection of Rte. 85/Southville Rd. (1-800-392- 6100); MetroWest Regional Transit Authority (508-820-4650) |

Southborough by the Numbers

This is a snapshot demographic overview of Southborough compiled from information in the US Census 2005-2009 American Community Survey, the Town Clerk and Assessors office, and the Division of Local Services, Mass. Department of Revenue (wfb.dor.state.ma.us). Data are valuable in planning municipal and recreational facilities and programs, open space preservation, and other community development and preservation issues. (Not all data are updated every year.)

Population

| | | |
|--------------------------------|-------|---------|
| 2000 U.S. Census | 8,800 | |
| 2009 Total population estimate | 9,995 | |
| Male | 4,876 | (50.4%) |
| Female | 4,805 | (49.6%) |
| Under 5 | 674 | (7.0%) |
| 18 and over | 6,612 | (68.3%) |
| 65 and over | 1,086 | (11.2%) |

| 2009 By Race | Percent | % Increase (Decrease) 2000—2010 |
|----------------------------------|---------|---------------------------------|
| White | 88.10 | (7.04) |
| Black | 0.09 | 0.032 |
| Asian or Pacific Islander | 8.90 | 5.15 |
| American Indian, Eskimo, Aleut | 0.00 | (6.00) |
| Two or more races | 1.20 | [new category] |
| Hispanic or Latino (of any race) | 1.10 | [new category] |

General Statistics

| | |
|--|----------|
| 2009 Population per square mile | 687.21 |
| 2009 Housing units per square mile | 211.8 |
| 2010 Per capita income | \$44,310 |
| 2010 Unemployment rate (from Mass DOR) | 5.9% |
| Number of registered vehicles (1/10) | 1,263 |
| Average age of vehicles (1/10) | 8.19 |

Voter Registration

| | Total | Democrat | Republican | Green Rainbow | Others | Unenrolled |
|------|-------|----------|------------|---------------|--------|------------|
| 1992 | 4,269 | 1,186 | 906 | | | |
| 2009 | 6,562 | 1,594 | 1,193 | | 13 | |
| 2011 | 6,775 | 1,607 | 1,220 | 2 | 10 | 3,936 |

Valuation and Property Tax

| | FY2011 | FY2010 |
|--|-----------------|-----------------|
| Total value of town | \$2,074,295,114 | \$2,200,552,897 |
| Average assessed value/single family house | \$509,800 | \$548,600 |
| Tax rate per thousand | \$15.58 | \$14.06 |
| Average single family property tax bill | \$7,942.68 | \$7,713.32 |

OFFICERS OF THE UNITED STATES OF AMERICA

PresidentBarack H. Obama
Vice President..... Joseph R. Biden
U. S. Senators in CongressJohn F. Kerry and Scott Brown
U. S. Representative in Congress, Third District..... James P. McGovern

OFFICERS OF THE COMMONWEALTH OF MASSACHUSETTS

Governor..... Deval L. Patrick
Lieutenant Governor.....Timothy P. Murray
Secretary of State..... William Francis Galvin
Attorney GeneralMartha Coakley
Treasurer..... Steven Grossman
Auditor.....Suzanne M. Bump
Governor's Councillor, Third DistrictMarilyn M. Petitto Devaney
State Senator in General Court, Middlesex and Worcester District..... James B. Eldridge
State Representative, 4th Middlesex District (Precinct 1) Steven L. Levy
State Representative, 8th Middlesex District (Precinct 2 and 3)Carolyn C. Dykema

OFFICERS OF WORCESTER COUNTY

District Attorney, Middle District..... Joseph D. Early, Jr.
Worcester Regional Retirement SystemKevin Blanchette
Register of Probate, Worcester County Stephen Abraham
Register of Deeds, Worcester District Anthony J. Vigliotti
Clerk of Courts, Worcester CountyDennis P. McManus
Sheriff, Worcester County Lewis G. Evangelidis

Town Officers

ELECTED OFFICIALS

***ASSABET VALLEY REGIONAL VOC.
SCHOOL DISTRICT COMM.*** - 4 years
James W. Denman (2011)

BOARD OF ASSESSORS - 3 years
Shirley A. Bator (2013)
Thomas J. Beaumont (2011)
Arthur K. Holmes (2012)

***BOARD OF COMMISSIONERS
OF TRUST FUNDS*** - 3 years
Maryanne Cole (2012)
Nicolas A. McCoy (2013)
Bonnie J. Phaneuf (2011)

BOARD OF HEALTH - 3 years
Louis Fazen, III (2012)
Nancy A. Sacco (2011)
Mary Lou Woodford (2013)

BOARD OF SELECTMEN - 3 years
William J. Boland (2012)
John F. Rooney, III (2013)
Vacancy (2011)

***BOARD OF TRUSTEES
SOUTHBOROUGH LIBRARY*** - 3 years
Judith K. Budz (2011)
Marguerite H. Landry (2013)
Laura McCarthy (2011)
Beth A. Rosenbloom (2012)
Jane A. Smith (2012)
Richard J. Wallace (2013)

MODERATOR - 1 year
David A. Coombs (2011)

***NORTHBOROUGH-SOUTHBOROUGH REG.
SCHOOL DIST. COMM.*** - 3 years
Southborough Committee
Paul C. Butka (2011)
Susan P. Dargan (2012)
Kathleen A. Harragan (2012)
Jack Kessler (2011)
Daniel L. Kolenda (2013)
Northborough Committee
Joan G. Frank (2013)
Shirley Lundberg (2011)
John R. Reynolds (2011)
Susan D. Sartori (2012)
Helynn B. Winter (2012)

PLANNING BOARD - 5 years
Paul M. Cimino (2015)
Dana E. Cunningham (2014)
Charles E. Gaffney (2011)
Mary E. Hynes (2013)
Donald C. Morris (2012)

SCHOOL COMMITTEE - 3 years
Susan P. Dargan (2012)
Kathleen A. Harragan (2011)
Deborah S. Keefe (2013)
Jack Kessler (2011)
Marybeth R. Strickland (2012)

SOUTHBOROUGH HOUSING AUTHORITY -
5 years
Susan Chorey (2012)
Robert P. Jachowicz (2015)
Paul P. Morin (until May election)
Nancy G. Morris (2014)
Vacancy (State Appointee) (2010)

TOWN CLERK - 3 years
Paul J. Berry (2011)

APPOINTED OFFICIALS

*Term of Office Expires June 30 of Year Shown
Below*

Appointed by the Moderator

ADVISORY COMMITTEE - 3 years
John J. Boiardi (2012)
John B. Butler, Jr. (2011)
Kathryn M. Cook (2013)
Mark S. Ford (2012)
James F. Hegarty (2011)
Timothy J. Langella (2013)
Claire C. Reynolds (2013)
Brian E. Shea (2012)
John M. Wood (2011)

***CAPITAL BUDGET PLANNING
COMMITTEE*** - 3 years
James Cavan (2012)
Michael P. Fuce (2013)
David Grinblatas (2013)
Laura M. Scott (2011)
Vacancy (2011)

PERSONNEL BOARD - 3 years

Roger Challen (2013)
Susan Grinblatas (2011)
Russell B. Millholland (2013)
Stephen A. Morreale (2012)
Lucien R. Philippon (2011)

PUBLIC WORKS PLANNING BOARD

3 years

Appointed by Town Moderator

Mark S. Bertonazzi (2011)
Robert B. Bezokas (2012)
Harvey D. Bigelow, Sr. (2013)

Appointed by Planning Board

Paul Collins (2013)
Harold Kiess (2011)

Appointed by Board of Selectmen

AFFORDABLE HOUSING TRUST

COMMITTEE (ad hoc) - 2 years

Brian P. Ballantine (2011)
Tara A. Bayko (2011)
William J. Boland (2011)
Robert P. Jachowicz (2011)
Donna L. McDaniel (2011)
John F. Rooney, III (2011)
Vacancy (Selectman Rep.) (2011)

AMERICANS WITH DISABILITIES ACT

COMMITTEE (ad hoc) - 1 year

Karen K. Challen (2011)
David G. Gusmini (2011)
Jean E. Kitchen (2011)
Philip S. Rinehart (2011)
Vacancy (2011)
Vacancy (2011)

AMERICANS WITH DISABILITIES ACT

(ADA) COORDINATOR - 1 year

Karen K. Challen (2011)

ANIMAL CONTROL OFFICER/

ANIMAL INSPECTOR - 1 year

Leslie E. Boardman (2011)

ASST. TOWN ADMINISTRATOR - 1 year

Vanessa D. Hale (2011)

ASST. TREASURER/COLLECTOR - 1 year

Karen M. Hamelin Figueroa (2011)

BUILDING DEPARTMENT

Inspector of Buildings - 3 years

David Gusmini (2012)

Alternate Building Inspector - 1 year

Michael Connelly (2011)
William S. Farnsworth (2011)

Electrical Inspector - 1 year

James J. Colleary (2011)

Assistant Electrical Inspectors - 1 year

Stephen A. Curtis (2011)
John F. Nemensky (2011)

Appointed by Inspector of Buildings

**Interim Plumbing Inspector/Gas Inspector
1 year**

Henry Pacific (2011)

Assistant Plumbing/Gas Inspectors - 1 yr.

Richard Araujo (2011)
Austin Beliveau (2011)

CABLE TELEVISION COMMITTEE (ad hoc)

1 year

Paul K. Ferguson (2011)
Warren K. Palley (2011)
Vacancy (2011)

CENTRAL MASS. RESOURCE RECOVERY

COMMITTEE - 1 year

Karen M. Galligan (2011)

COMMUNITY PRESERVATION COMM.

3 years

Thomas W. Carroll (2011)
Susan Chorey (2013)
Paul M. Cimino (2012)
Frederica J. Gillespie (2013)
Joseph E. Hubley (2013)
Andrew Mills (2011)
Nancy G. Morris (2011)
Mark W. Murphy (2012)
Richard V. Upjohn (2012)

CONSERVATION COMM. - 3 years

Russell S. Gregory, Jr. (2013)
John H. Leeds, Jr. (2011)
Christopher Molinaro (2013)
Mark S. Possemato (2011)
Alfred J. Purcell, III (2012)
Rhonda L. Russian (2012)
Richard V. Upjohn (2011)
Joyce M. Greenleaf (2011)
(Community Gardens Coord.)
Debra Molinaro (2011)
(Community Gardens Co-Coord.)

CONSTABLES – 1 year

Carl Anderson, Jr. (2011)
John J. Manzi (2011)
Charles R. O'Connell (2011)
William E. Pickett, Jr. (2011)

COUNCIL ON AGING - 3 years

Leah Alea (2013)
Leo D. Buck (2012)
Thomas J. Conlin (2013)
William Harrington (2012)
Margery L. Lubanko (2011)
Patricia A. Steacie (2011)
Alternate Members - 1 year
Susan G. Baust (2011)
Maryanne Cole (2011)
Marie A. Kensinger (2011)

ENERGY MANAGEMENT COMMITTEE

(ad hoc) - 1 year
James J. Colleary (2011)
Karen M. Galligan (2011)
Jean E. Kitchen (2011)
Philip S. Rinehart (2011)
David J. White (2011)

ETHICS COMMISSION LIAISON

1 year
Michelle A. Jenkins (2011)

FACILITIES MANAGER – 1 year

Philip S. Rinehart (2011)

FENCE VIEWERS - 1 year

Paul O. Smith (2011)
Vacancy (2011)

FIELD DRIVERS - 1 year

Robert C. Lagasse (2011)
Vacancy (2011)

FINANCE DIRECTOR/

TREASURER/COLLECTOR – 3 years

Brian P. Ballantine (2012)

FIRE CHIEF - 3 years

John D. Mauro, Jr. (2012)

FIRE WARDEN - 1 year

John D. Mauro, Jr. (2011)

GRANT COORDINATOR - 1 year

Carla McAuliffe (2011)

GREEN TECHNOLOGY AND RECYCLING

COMMITTEE (ad hoc) - 1 year

Deborah DeMuria (2011)
Carl C. Guyer (2011)
Steven P. Paquette (2011)
Albena Phillipo (2011)
Stanley D. Tanenholtz (2011)

HERITAGE DAY COORDINATOR

1 year
David K. Falconi (2011)

HISTORICAL COMMISSION - 3 years

David K. Falconi (2011)
Joseph E. Hubley (2013)
Katherine T. Matison (2013)
Nancy A. Vargas (2012)
Vacancy (2011)
Vacancy (2012)
Vacancy (2013)

INDUSTRIAL DEVELOPMENT

COMMISSION - 5 years - Inactive

INDUSTRIAL DEVELOPMENT FINANCING

AUTHORITY - 5 years - Inactive

MBTA TRIANGLE COMMITTEE (ad hoc)

1 year
Kim Costello (2011)
Jonathan L. Feinstein (2011)
Linda F. Shaffer (2011)
Nancy A. Vargas (2011)
Suzan Day-Witzell (2011)

METROPOLITAN AREA

PLANNING COUNCIL - 3 years

Kathleen B. Bartolini (2013)
Charles E. Gaffney (2013)

METROWEST REGIONAL

COLLABORATIVE - 1 year

Kathleen B. Bartolini (Transportation Task Force rep.) (2011)
Charles E. Gaffney (Planning Board rep.) (2011)
Vacancy (Selectmen rep.) (2011)

MUNICIPAL COORDINATOR

(Right-to-Know Law) - 1 year

Joseph C. Mauro (2011)

MUNICIPAL FACILITIES COMMITTEE

(ad hoc) - 1 year

Peter J. Goodney (2010)

Michael N. Hartnett (2010)

David Schaffer (2010)

Nancy A. Vargas (2010)

Scott Weiss (2010)

MUNICIPAL HEARING OFFICER

1 year

John E. Thorburn (2011)

MUNICIPAL TECHNOLOGY COMMITTEE

(ad hoc) - 1 year

Brian P. Ballantine (2011)

Roger W. Challen (2011)

Harold O. Kiess (2011)

Jean E. Kitchen (2011)

Alexander Neihaus (2011)

OPEN SPACE PRESERVATION

COMMISSION - 5 years

Lisa Braccio (2013)

Frederica J. Gillespie (2011)

Maryellen Luttrell (2012)

Vacancy (2015)

Vacancy (2012)

PARKING CLERK - 1 year

Brian P. Ballantine (2011)

PHASE II STORMWATER COMMITTEE (ad hoc) 1 year

Karen M. Galligan (2011)

Jean E. Kitchen (2011)

Paul C. Pisinski (2011)

Vacancy (2011)

Vacancy (2011)

PILOT COMMITTEE (ad hoc) - 1 year

Brian P. Ballantine (2011)

Paul T. Cibelli (2011)

John F. Rooney, III (2011)

Vacancy (2011)

Vacancy (2011)

POLICE DEPARTMENT**Chief of Police**

Jane T. Moran (2012)

Constable

Jane T. Moran (2011)

Jail Keeper

Jane T. Moran (2011)

Sergeants - 2 years

Sean R. James (2011)

POLICE DEPARTMENT (cont'd)**Sergeants** - 2 years

Ryan M. Newell (2011)

Timothy J. Slatkavitz (2011)

Regular Officers - 2 years

Michael M. Crenshaw (2011)

James V. DeLuca (2011)

David C. Hagen (2011)

Scott Henderson (2011)

Kevin M. Landry (2011)

Martin S. Laughlin (2011)

Sean P. McCarthy (2011)

Keith A. Nichols (2011)

Heath Widdiss (2011)

Admin. Assistant to Chief of Police - 1 year

Richard L. Mattioli (2011)

Communications Officers (full-time) - 1 year

Michael R. Cunningham (2011)

David J. Maida (2011)

Michael D. Osattin (2011)

Kelly J. Rovedo (2011)

Part-time Dispatchers - 1 year

Jonathan C. Kersting (2011)

Kevin R. Mackie (2011)

Craig P. Thompson (2011)

John E. Thorburn (2011)

Reserve Officers - 1 year

Joseph E. Bennett, Jr. (2011)

Ryan N. Caneen (2011)

Richard L. Mattioli (2011)

Ronald G. Mattioli (2011)

Michael D. Osattin (2011)

William J. Woodford, III (2011)

Special Officers - 1 year

Leslie E. Boardman (2011)

Michael R. Cunningham (2011)

Frederick P. Mabardy (2011)

David J. Maida (2011)

Charles R. O'Connell (2011)

William E. Pickett, Jr. (2011)

Kelly J. Rovedo (2011)

Department Armorer - 1 year

Frederick P. Mabardy (2011)

Chaplain - 1 year

Vacancy (2011)

PROCUREMENT OFFICER, CHIEF

1 year

Vanessa D. Hale (2011)

PUBLIC WORKS DEPARTMENT**Superintendent of Public Works**

Karen M. Galligan (2012)

RECREATION COMMISSION - 3 years

Sean Cronin (2011)
Timothy W. Kemper (2012)
Robert C. Kessinger (2013)
Joseph C. Laning (2011)
Mark W. Murphy (2013)

REGISTRAR OF VOTERS - 3 years

Paul J. Berry (ex-officio)
Kelly Roney (2012)
Jacob J. Walter (2011)
Vacancy (2013)

SEALER OF WEIGHTS AND MEASURES

1 year
David G. Gusmini (2011)

SEXUAL HARRASSMENT OFFICER

1 year
Gregory A. Manousos (2011)

SITE PLAN REVIEW COMMITTEE (ad hoc)

Eric Denoncourt
Karen M. Galligan
David G. Gusmini
John D. Mauro, Jr.
Jane T. Moran
Paul C. Pisinski
Appointed by Board of Selectmen
Jean E. Kitchen

SOUTHBOROUGH CULTURAL ARTS

COUNCIL - 2 years
Lynne McKay (2011)
Yurima Guilarte-Murphy (2012)
Theresa E. Stephens (2012)
Karin Trachtenberg (2011)
Emily van Nort (2011)
Erin Wheatley (2012)

SOUTHBOROUGH ELDERLY HOUSING

COMMITTEE (ad hoc) - 1 year
Leah Alea (2011)
Susan G. Baust (2011)
Leo D. Buck (2011)
Maryanne Cole (2011)
Thomas J. Conlin (2011)
William Harrington (2011)
Marie A. Kensinger (2011)
Margery L. Lubanko (2011)
Patricia A. Steacie (2011)

**SOUTHBOROUGH EMERGENCY
PLANNING & MANAGEMENT
COMMITTEE (ad hoc)**

Anthony Alessi
Neal P. Aspesi
Stephen P. Aspesi
Brian P. Ballantine
Cynthia Beard
Cynthia F. Bechtel
Youl Bellil
William J. Boland
Thomas Burrill
Norman Buzzell
Sarah Cassell
Leslie R. Chamberlin
Susan Chorey
Aldo A. Cipriano
David Cobb
James J. Colleary
Jack Cullina
Ellen M. Cummings
Christian P. Dano
Charles R. Dilts
David J. Dockstader
William Farnsworth
Timothy A. Fatcheric
Louis Fazen, III
Paul Ferguson
Kenneth W. Franks
Karen M. Galligan
Andrew Gleckel
Charles Gobron
David G. Gusmini
Vanessa D. Hale
James A. Harding
Theresa E. Holland
Joseph E. Hubley
Linda C. Hubley
Kimberley Ivers
Sean R. James
Sean Keough
Jean E. Kitchen
Robert C. Lagasse
Sherri Lajeunesse
John H. Leeds, Jr.
Pamela M. LeFrancois
Christopher Leroy
Cheryl Levesque
Richard L. Mattioli
John D. Mauro, Jr.
Joseph C. Mauro
Carla McAuliffe
Jane T. Moran
Michael Nelson
John F. Nemensky

***SOUTHBOROUGH EMERGENCY
PLANNING & MANAGEMENT
COMMITTEE (cont'd)***

JoAnne O'Leary
Michael Osattin
Laurie Pardee
James P. Peltier
John P. Peltier
Paul C. Pisinski
Donn Pushor
Anthony W. Rea, II
Gary Reed
Andre F. Reid
Philip S. Rinehart
John F. Rooney, III
Beth Rosenblum
Mark R. Sadowski
Rev. Molly Scherm
Judy Cunniff Serio
Christopher P. Shanahan
Linda Shine
Timothy J. Slatkavitz
Mark Spruill
Kenneth R. Strong
Candy Szymansky
John Tommaney
David G. Toone
Richard V. Upjohn
David J. White
Laurie Sugarman-Whittier
John R. Woodsmall

***SOUTHBOROUGH HOUSING
OPPORTUNITY PARTNERSHIP
COMMITTEE - 3 years***

Tara A. Bayko (Private Citizen) (2012)
Susan Chorey (Housing Authority) (ex-officio)
(2011)
Charles E. Gaffney (Planning Board) (ex-officio)
(2011)
Elizabeth A. Meyer (Private Citizen) (2011)
Craig W. Nicholson (Private Citizen) (2012)
John F. Rooney, III (Selectman) (ex-officio)
(2011)
Vacancy (Private Citizen) (2013)
Vacancy (Private Citizen) (2013)

***SOUTHBOROUGH SCHOLARSHIP
ADVISORY COMM. (ad hoc) - 3 years***

Ann Cave (2012)
Denise D. Howard (2013)
Doriann M. Jasinski (2013)
Renee Maiorman (2012)
Janet M. Maney (2011)

***SOUTHBOROUGH SCHOLARSHIP
ADVISORY COMM. (cont'd)***

Deborah McHorney (2011)
Barbara W. Pfirman (2013)
Barbara D. Ramsdell (2011)

***SOUTHBOROUGH STEWARDSHIP
COMMITTEE - 1 year***

Laurie E. Bourdon (2011)
Frederica J. Gillespie (2011)
James F. Gorss (2011)
Joyce M. Greenleaf (2011)
Timothy W. Kemper (2011)
Alfred J. Purcell, III (2011)
Vacancy (2011)
Vacancy (2011)

SPECIAL LEGAL COUNSEL - 1 year

Barry Bachrach (2011)
George A. Balko, III (2011)
Philip Collins (2011)

TAXATION AID COMMITTEE (ad hoc)

1 year
Brian P. Ballantine (2011)
Maryanne Cole (2011)
Arthur K. Holmes (2011)
James H. Nutter (2011)

TOWN ACCOUNTANT - 3 years

Carla McAuliffe (2011)

TOWN ADMINISTRATOR - 3 years

Jean E. Kitchen (2012)

TOWN COUNSEL - 1 year

Aldo A. Cipriano (2011)

TRANSPORTATION TASK FORCE

1 year
Kathleen B. Bartolini (2011)

TREE WARDEN - 1 year

Richard Rock (2011)

VETERANS' AGENT AND BURIAL AGENT -

1 year
John H. Wilson (2011)

VETERANS' GRAVE OFFICER - 1 year

Stephen W. Whynot (2011)

YOUTH COMMISSION - 3 years

Robert Basow (2013)
Haley DiStefano (2012)
Donna M. Freeman (2011)
Karen M. Gadbois (2013)
Deborah Hart (2012)
Eileen Mullins (2012)
Arlene Shainker (2011)

ZONING ADVISORY COMMITTEE (ZAC)

1 year
Kathleen B. Bartolini (2011)
Leo F. Bartolini, Jr. (2011)
William J. Boland (2011)
Dana E. Cunningham (2011)
Steven C. Davis (2011)
John H. Leeds, Jr. (2011)
Donald C. Morris (2011)
Sam R. Stivers (2011)
Vacancy (Historical Comm. Rep.) (2011)

ZONING BOARD OF APPEALS - 5 years

Leo F. Bartolini, Jr. (2013)
Edward D. Estella (2014)
Matthew C. Hurley (2015)
Regina McAuliffe (2012)
Sam R. Stivers (2011)
Alternate members - 1 year
George N. Piandes (2011)
Christopher Robbins (2011)

Appointed by Board of Assessors

PRINCIPAL ASSESSOR/APPRaiser

3 years
Paul T. Cibelli (2011)

Appointed by Board of Health

PUBLIC HEALTH DIRECTOR

Paul C. Pisinski

BURIAL AGENT

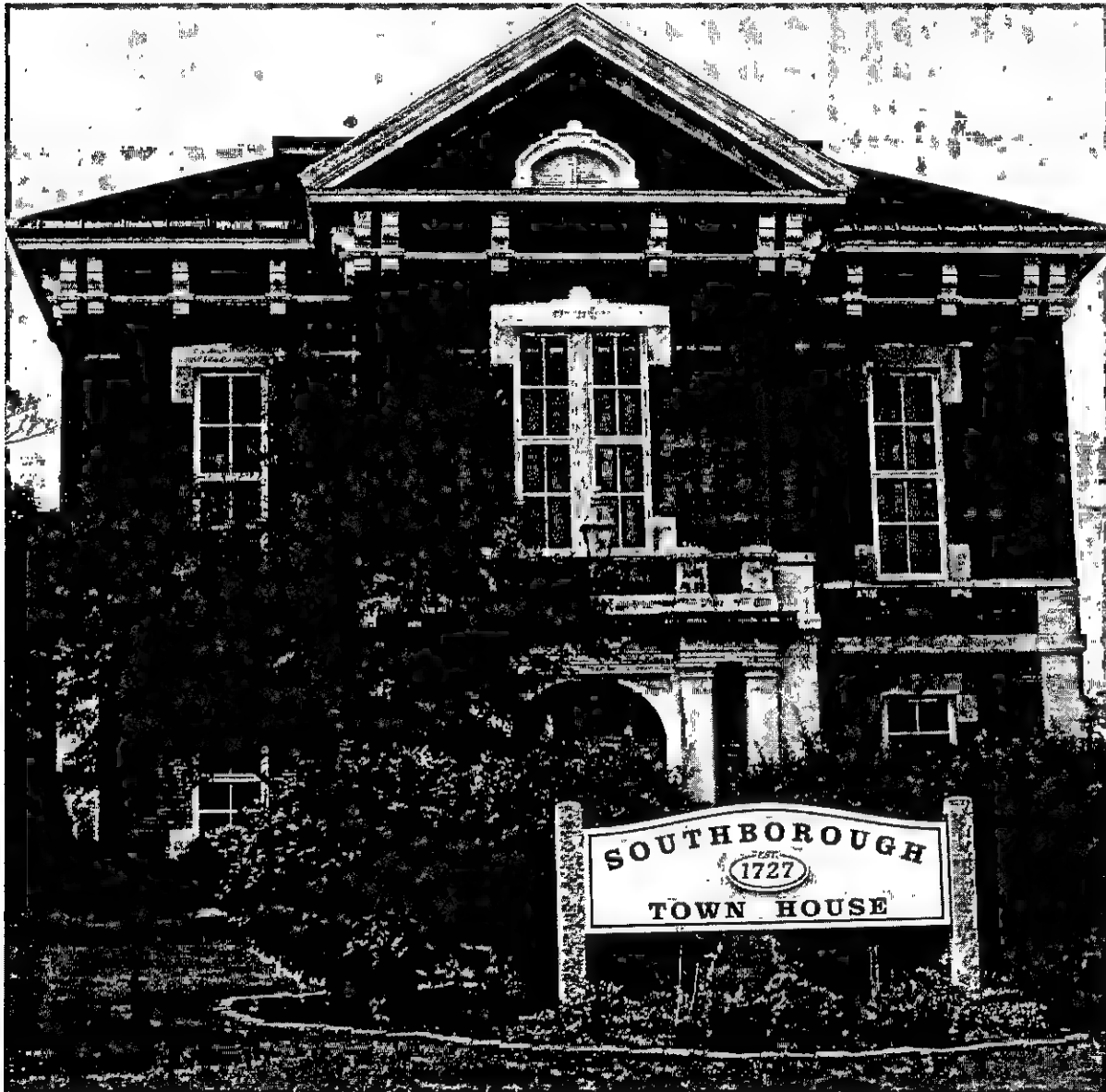
Paul J. Berry

Appointed by Town Clerk

ASSISTANT TOWN CLERK

Michelle Jenkins (2011)

ADMINISTRATION



Board of Assessors

In FY2011, residential values overall were adjusted downward for the fourth consecutive year to reflect the changing conditions of the real estate market that occurred during 2009. It should be noted, FY2011 assessments reflect the value of real and personal property as of January 1, 2010. Real estate values in all neighborhoods were adjusted based on sales transactions that occurred during calendar year 2009. Calendar year 2010 real estate sales and market conditions will not be reflected in taxpayer's assessments until FY2012.

This past fall, the Board of Assessors completed its annual revaluation of all real and personal property within the Town of Southborough as required by Massachusetts General Laws. The Town's overall taxable value decreased from \$2.200 billion dollars to \$2.074 billion in FY2011 which can be attributed to the declining residential real estate market. The average single family home assessment in Southborough dropped from \$548,600 to \$509,800 in FY2011, a 7.07% decrease, while the tax rate increased from \$14.06 to \$15.58 per thousand during this time period. The average assessed single family home's tax bill increased from \$7,713 to \$7,943 in FY2011, a \$230 or 3% increase.

Although there were few newly constructed building and additions in Southborough during 2009, new growth improved over the previous year. In FY2011 new growth generated \$499,712 in additional revenue for the community, a 9.3% increase from \$457,106 in FY2010. This increase can be attributed to the completion and addition of the medical facility located at 24-32 Newton Street. Despite this year's improvement in new growth, it remains well below the five year average of \$602,045 and ten year average of \$778,882. With cuts to state aid and reductions in local receipts, dwindling new growth further restricts the Town's budget within Proposition 2 ½ limits. Based on projections, new growth is expected to remain below the five year average as new construction remains sluggish.

Over the past twelve months, the Assessing staff has continued their efforts to improve access to the department's data available on the Town's website at www.southboroughma.com. This past year's project focused on redesigning the face of our department's webpage. Our efforts resulted in a more professional looking site that allows customers to locate information more efficiently. Available data includes FY11 property record cards, Assessor's maps, real estate and personal property tax commitment books, information on real estate and CPA exemptions as well as providing links to the Worcester Registry of Deeds, Registry of Motor Vehicles and FEMA flood maps. Property owners are encouraged to visit our webpage and review their property record card to assure the Assessors have the correct data on their home. The Assessors welcome suggestions regarding additional information that may be added to our webpage that would be helpful to the public.

The Board of Assessors would like to remind senior citizens of the various programs available to assist with their property taxes. First, the Clause 41C Senior Exemption is available to individuals who meet the age, income and asset requirements. Seniors must be 65 years of age as of the first day of the current fiscal year (July 1st 2010 for FY2011). Income limits for a single person are \$20,000; \$30,000 combined for a married couple. Asset limits for a single person is \$40,000; \$55,000 for a married couple. The asset limit does not include your home (up to a three family dwelling) or your vehicles. If an applicant meets the above criteria, they are eligible to receive a \$1,000 annual reduction off their real estate taxes. Applications for Clause 41C are available at the Assessor's office or on our website at www.southboroughma.com. Applications must be returned to the Assessor's office within three months after the actual tax bill is mailed.

A second option is the Senior Tax Work-off Program. Individuals 60+ years of age can work as a volunteer for a town department for approximately 125 hours per year for which they receive a \$1,000 reduction on their property taxes. This program was recently increased from \$750 to \$1,000 at the 2009 Annual Town Meeting. To be eligible, the individual must be a Southborough resident who owns and occupies their residence to which the credit will be applied. Currently there are 30 positions available for

Board of Assessors (continued)

seniors who wish to participate. This program is facilitated by the Council on Aging and applications are available at the Senior Center.

The last program to assist seniors is a Clause 41A Tax Deferral, which permits taxpayers to defer up to 100% of their real estate taxes. To be eligible, the applicant must be 65 years of age as of July 1, 2010 have lived in Massachusetts at least 10 years, and have occupied such real estate in the Commonwealth for 5 years; or is a surviving spouse who has inherited the real estate and has occupied it for 5 years. Income cannot exceed \$40,000 and there are no estate limits. Unlike a tax exemption, the deferred taxes must eventually be paid. Applications and additional information regarding this program is available at the Assessor's office or on our website.

To all veterans: in FY2007 the Massachusetts Legislature approved increases for veteran's exemptions. New exemption amounts range from \$400 to \$1,500, an increase from \$250 to \$950 in FY2006. Veterans or surviving spouses must meet certain criteria to be eligible. Additional information regarding veteran exemptions is available at the Assessor's office or visiting our website at www.southboroughma.com.

Board of Selectmen

Bonnie J. Phaneuf, Chair
William J. Boland
John F. Rooney, III

The Board of Selectmen is comprised of three members, each elected for a three year staggered term. The Board has several important responsibilities under state statute: the authority to prepare the town meeting warrant or agenda; the authority to make appointments to town boards and offices; the authority to employ professional administrative staff and town counsel; the authority to sign warrants for the payment of all town bills; and the authority to grant licenses and permits. Apart from the strict legal responsibilities, the Board of Selectmen sets policy and strategic direction, coordinates, through the Town Administrator and staff the activities of other boards, and hears appeals and resolves problems that have not been settled at lower levels. The Board works through its professional Town Administrator who oversees the day-to-day operation of the Town under the Board's direction.

Names and Faces

In the May 2010 town election, the Board of Selectmen saw a change in their composition and "said goodbye" to three year member Sal Giorlandino and welcomed John Rooney as their newest selectman. The Board extends their appreciation to Mr. Giorlandino for the three years of service on the Board of Selectmen, including this past year as Chairman. We also acknowledge the valuable service which Mr. Giorlandino volunteered on the Zoning Board of Appeals.

The Town sadly bid adieu to three very fine men this year that made great contributions to this community.

Mr. Louis Bartolini was a man for all seasons. He served on the Board of Selectmen for more than 18 years. During his tenure, he was especially active with the Worcester County Selectmen's Association. In many ways, the WCSA was the pre-cursor to regionalization in Massachusetts. He then moved on to serve the Conservation Commission for 14 years. Louis was instrumental in many activities that benefitted the Town. They include building committees, by-law review committees, facilities, industrial review and storm water issues. Louis, his wife and his large family are true public servants whose loyalty is to be commended.

As noted in the dedication section of this volume, the Town lost a valiant supporter and fine citizen when James Denman passed away last Spring. Mr. Denman served countless years on the Assabet Valley Regional Vocational School District Committee. He was always thinking of the many local students that went through Assabet, from Southborough or any of the member communities. His personal experiences assisting this school went well beyond Southborough. He supported the values instilled at Assabet through and through.

Charles Brewer was a Call Firefighter for 32 years and was a dedicated, hard working member of the department. He had a quick wit and a great sense of humor. He was always there when needed, whether for a fire, medical emergency, or to help out anyone in need. Additionally, he served as a member of the elected Housing Authority for more than 18 years.

The Board said goodbye to some dear friends this year and watched others move on to more exciting challenges. Among those were Vera Kolias. Vera served as Town Planner for seven years and worked diligently on some very important projects in this community. The Board is appreciative of her exuberant efforts and many hours of diligent work. She assisted the town in preserving large tracts of land, renovating affordable homes, generating resources for housing and transportation projects, examining the best and highest use of our facilities and foreseeing the Town's primary economic development needs.

Board of Selectmen (continued)

We also extend our sincere gratitude to the following board and committee members who have served the town so well. Their dedication to this community and appreciation for civic duty is to be applauded. On behalf of the Board of Selectmen, we wish them success in their future endeavors.

- Dr. Richard Seder, Board of Health
- Ethel Armstrong, Registrar of Voters

The Board would like to especially thank Elizabeth Soderholm for her many years, and countless hours, of volunteerism and advocacy. Mrs. Soderholm has served on many boards and committees over her years living in Southborough. They include the ADA Committee, Council on Aging, Metrowest Regional Transit Authority, Southborough Elderly Housing Committee and Transportation Task Force. She was a tireless advocate for public transit opportunities in Southborough and was a terrific spokesperson for anyone who wanted an alternative to a single-occupant vehicle.

2010 in Retrospect

During 2010 the Board of Selectmen worked tirelessly on the following initiatives:

- At the September 2009 Special Town Meeting, the citizenry approved the purchase of a new ladder truck. A grassroots organization mobilized quickly to help fundraise for this purchase which even included a Fireman's Ball which raised in excess of \$85,000. In October of 2010, the town took delivery of the ladder truck and it was put into use immediately.
- The Affordable Housing Trust Fund Committee secured a 3 bedroom, 1 bath cape; built in 1947, directly across the street from the Finn School. The property required significant improvements, the majority of which was performed by Assabet Valley Technical High School students. This creates a terrific educational opportunity for the students, who can work on a real world project, rather than be limited by projects in the classroom. It also allows the Town to have significant work done on the property at a substantial savings, something that James Denman vocally supported. This project also furthers the goals and objectives stated in the Southborough Affordable Housing Strategy.
- The Town is very happy to have a professional dedicated to the improvement and maintenance of its municipal website. Our website administrator is extremely qualified and has terrific technical expertise, as well as a wide understanding of Southborough and its government structure. We hope town residents agree and are finding valuable and timely information at www.southboroughtown.com. The staff encourages and welcomes your feedback.
- In December, the Board of Selectman adopted a comprehensive Information Security Policy (ISP) for all municipal employees. The ISP was implemented to provide employees with the practices necessary to better protect the information of the town's residents, businesses and personnel.
- The Board of Selectmen continue to work with the Town's state representatives to find a balance between the increasing costs of municipal services and the status of tax exempt institutions in the Town of Southborough. The Board is hopeful that the interested parties are able to reach an understanding that serves the interests of all involved.

Senior Tax Work-Off

The Board of Selectmen would again like to express its appreciation to several senior citizens who have provided assistance to the town as part of the Senior Tax Work-Off Program. Seniors can work 112 hours for the town in order to earn money which is allocated to decreasing their property taxes. Donna McDaniel continues to be an invaluable asset to this department with her assistance in preparing the annual town report and advising the staff on other written documents. The Town Administrator's office is very grateful for the assistance of Sue Baust and Joyce Macknauskas. They have spent many hours in the Selectmen's office handling many tasks, especially filling in for the Town House receptionist. Without their help, many projects would not have been completed due to the lack of sufficient staff time. Thank you one and all!

Board of Selectmen (continued)

Municipal Facilities

The Municipal Facilities Committee is currently inactive. Through the hard work of many volunteers this committee studied many of the town's facilities and facility needs. Most recently the committee reported their findings on the need to replace the police station. The many volunteers on this committee are to be commended for continued work on the need for a new police station.

In Closing

The Board takes this opportunity to once again remind you of your town's website, www.southboroughtown.com. The Town now has a website administrator. Gail Jenks has been serving this capacity quite well in a part-time manner. She keeps us on track, makes sure agendas and minutes and other important community notices are posted [and removed] in a timely manner. This has been a challenge recently due to the drastic changes in the Open Meeting Law.

On the town website, you will also find a list of open seats on various boards and committees. We encourage all citizens to consider serving the town in this volunteer capacity. You can submit a volunteer form, resume and letter of interest to the Selectmen's Office [selectmen@southboroughma.com]. Current openings include: ADA Committee, Cable Television, Historical Commission, Open Space Committee, Phase II Stormwater, SHOPC and the Southborough Stewardship Committee.

The Selectmen would like to especially thank their staff, Jean Kitchen, Town Administrator, Vanessa Hale, Assistant Town Administrator, Maureen Colleary, Executive Assistant to the Board of Selectmen, and Carol Ostresh, Receptionist, for the exceptional work they do to carry out the day-to-day operations of this busy department and their frequent assistance to all town departments. The Board also extends its sincere appreciation to all department heads, staff and boards and committees for their loyal service and contributions made to the Town of Southborough! They especially note, with fond appreciation, all the citizen volunteers serving on various boards and committees for their efforts on behalf of the Town.

Personnel Board

The Personnel Board is an independent board appointed by the Town Moderator and charged with the administration of the Salary Administration Plan (a separate article in the town's bylaws). As such the Board's responsibilities include setting policies, procedures and wage schedules for town employees who are not otherwise covered by a union or employment contract, or who work part-time.

Currently chaired by Dr. Stephen Morreale, the Personnel Board has five volunteer members who meet monthly (except for the months of July and August). During the year, each member volunteers to coordinate specific projects designed to enhance various facets of personnel management. Members are:

- Stephen A. Morreale, Chairman
- Russell B. Millholland
- Paul M. Cimino
- Lucien R. Philippon
- Roger W. Challen
- Susan Grinblatas [appointed to fill the position of Paul Cimino who resigned due to his election to the Planning Board]

In May of 2010, board member Paul Cimino was elected to the Southborough Planning Board. Paul's legal expertise and knowledge of town issues will serve the Planning Board well.

Susan Grinblatas was appointed by the Town Moderator to assume Mr. Cimino's seat vacated by his resignation. The Board is grateful that Ms. Grinblatas is willing to serve the Town in this capacity and we welcome her to the Board.

2010 ACCOMPLISHMENTS

The Personnel Board exceeded its 2010 goals, including the major project accomplishments listed below:

Updated Employee Classification: The Personnel Board added a new classification this year, Website Administrator. This will allow staff members to work with the Website Administrator to ascertain that the Town website will be maintained with current and timely information. The Board also worked closely with the Council on Aging to revise the job descriptions and classifications of the Director of the Council on Aging and the COA Outreach Coordinator. Lastly, the Board approved the position of Library Tech Assistant. This part-time employee will focus on improving and maintaining an IT system at the public library

Performance Evaluations: With special thanks to board member Russ Millholland, the Town's performance appraisal system has again been enhanced. Mr. Millholland worked with staff to revise this evaluation tool. He also assisted in updating the form for the clerical staff and the police department employees.

Police Lieutenant: The Board worked with the Board of Selectmen, Police Chief Jane Moran, and labor counsel to approve the job description and accompanying policy statement for the Town's first Police Lieutenant.

Employee Selection Role: The Board's members and staff routinely serve on selection committees for positions in Town. This year, Russ Millholland and Vanessa Hale, Assistant Town Administrator, participated in the recruitment of a new Town Planner. Ms. Hale also serves as the Town's personnel liaison and assists all departments with their general recruitment activities.

Monthly Deliberations: Throughout the year, the Board has structured its monthly open meetings to provide oversight regarding personnel policies and management issues and to offer counsel on the

Personnel Board (continued)

following: new, conflicting or ambiguous policies; employee performance evaluations; re-evaluation of positions where responsibilities have changed; recommendations for pay adjustments; new or proposed job positions; etc. During the past year the Board:

- Set the salary and benefits for the new Town Planner
- Approved temporary and seasonal staff
- Developed a training initiative for mid-level managers
- Reviewed the changes to the Open Meeting Law and the Conflict of Interest statutes
- Advised departments on professional development programs and assisted in funding those programs
- Worked with the Library Director to review and analyze of positions in the Library

Tuition Reimbursement: Since 2007, the Board has overseen the tuition reimbursement program for non-unionized employees of the Town. This program assists Town personnel seeking professional development through job related college courses, advanced college degrees or other suitable training. This year, the Board funded a request from an employee to take a preparatory class for her licensure exam, as well as funding Year II of a "Director's School" for the Recreation Director.

2011 GOALS

The Personnel Board's goals for 2011, include the following:

- Continue to update the Salary Administration Plan (the Town's Personnel Bylaw) as needed;
- Continue development of an employee intranet, via the Town's website, where policies and procedures and other employee related information would be posted and accessible to all staff;
- Update and compile, working with department heads, a library of current job descriptions for every employee;
- Conduct employee training for mid-level staff similar to the session held this year for department managers;
- Assist elected and appointed Town Boards and Commissions with their oversight responsibilities; through training and mentoring, enhancing their skills to motivate, monitor, and fairly appraise the performance of personnel under their direction, and assisting in developing performance goals for the future.

ACKNOWLEDGEMENTS

The board would like to thank the Board of Selectmen, Town Administrator, and Department Heads for their continued support and cooperation in dealing with a myriad personnel matters. We also thank Vanessa Hale, Assistant Town Administrator, who serves as liaison on behalf of the Board, for her institutional knowledge, time, effort and energy. Ms. Hale continues to provide invaluable insight and logistical assistance to the Board's work. The Personnel Board also notes, with untold gratitude, member Russ Millholland's advice and assistance, which he tirelessly provides to all Town departments as well as many boards and committees. Finally, we would like to especially thank Paul Cimino, who left the Board this year. We would like to acknowledge Paul's many contributions and years of service to the Personnel Board, and wish him well in his new position.

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|-------------------------------|
| <i>Town Accountant</i> |
|-------------------------------|

REVOLVING FUNDS ACTIVITY - FISCAL 2010

| <u>ACCOUNT</u> | <u>OPENING BALANCE 7/1/2009</u> | <u>RECEIPTS</u> | <u>LESS EXPENDITURES</u> | <u>CLOSING BALANCE 6/30/2010</u> |
|--|---|-----------------|------------------------------|--|
| RECREATION COMMISSION | 10,000 | 322,120 | 322,120 | 10,000 |
| CULTURAL ARTS COMMISSION | 5,458 | 11,071 | 13,292 | 3,237 |
| TOWN HISTORY BOOK DEPOSITS | 2,572 | 0 | 0 | 2,572 |
| INSURANCE PROCEEDS (Closing balance negative due to timing) | 0 | 45,445 | 51,620 | (6,176) |
| FY 2010 REVOLVING FUNDS | 18,030 | 378,636 | 387,032 | 9,634 |

***REVOLVING FUNDS FOR DEPARTMENTAL PROGRAMS
M.G.L. Chapter 44, Sec 53E 1/2***

| | <u>OPENING BALANCE 7/1/2009</u> | <u>RECEIPTS</u> | <u>LESS EXPENDITURES</u> | <u>CLOSING BALANCE 6/30/2010</u> |
|---------------------------|---|-----------------|------------------------------|--|
| YEAR ENDING JUNE 30, 2010 | 39,847 | 107,056 | 82,107 | 64,797 |

| | <u>OPENING BALANCE 7/1/2010</u> | <u>RECEIPTS</u> | <u>LESS EXPENDITURES</u> | <u>CLOSING BALANCE 12/31/2010</u> |
|----------------------------|---|-----------------|------------------------------|---|
| FISCAL 2011 (7/1-12/31/10) | 74,797 | 218,153 | 132,656 | 160,294 |

| |
|--------------------------------------|
| <i>Reserve Fund Transfers</i> |
|--------------------------------------|

| | | |
|-------------------------|---|--|
| ORIGINAL BALANCE | | 200,000.00 |
| <i>DATE</i> | <i>DEPARTMENT</i> | <i>PURPOSE OF TRANSFER</i> |
| | | <i>AMOUNT APPROVED</i> |
| 12/7/2009 | Building Department 0100-5-241-000-53430 Wireless | To cover monthly cell charges 368.00 |
| 12/7/2009 | Building Department 0100-5-241-000-53880 Building - Contract Services | To utilize Asst. Building Inspector in absence of the Inspector 600.00 |
| 12/7/2009 | Building Department 0100-5-241-000-57100 Travel | Travel to building and zoning inspections 2,150.00 |
| 12/7/2009 | Building Department 0100-5-241-000-54220 Supplies | Supplies for weights and measures inspector 320.00 |
| 12/7/2009 | Building Department 0100-5-241-000-53100 Advertising | To advertise enforcement approved at STM 346.00 |
| 12/7/2009 | Building Department 0100-5-241-000-53070 Training | Remaining conferences to maintain- state certification 255.00 |
| 12/16/2009 | Veterans Department 0100-5-543-000-57700 Veterans Benefits | To cover Veteran's benefits for FY 2010 8,298.00 |
| 6/21/2010 | Special Legal 0100-5-153-000-53090 Legal Services | NB/SB Litigation 50,000.00 |
| | TOTAL BALANCE | 137,663.00 |

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|------------------------------|
| <i>Town Treasurer</i> |
|------------------------------|

CASH BALANCES AS OF JUNE 30, 2010

BANK ACCOUNTS

| | | |
|---------------------------|---------------------------------|------------|
| Century Bank | Lock Box | 598,320 |
| Century Bank | Investment | 35,220 |
| First Trade Union Bank | Investment | 982,461 |
| Marlboro Savings - Escrow | Planning | 41,497 |
| Marlboro Savings - Escrow | Road Openings | 37,322 |
| Marlboro Savings | Operating Account | 12,053,251 |
| Marlboro Savings | Student Activity Account | 55,956 |
| Marlboro Savings | School Lunch Receipts | 34,040 |
| Mass.Mun.Dep.Trust | Investment | 108,068 |
| Mass.Mun.Dep.Trust | Law Enforcement Trust | 16,262 |
| Mass.Mun.Dep.Trust | Southwood Eng. B. O. H. | 19,988 |
| Mass.Mun.Dep.Trust | Southboro Cultural Arts Council | 3,333 |
| Mass.Mun.Dep.Trust | Mary E Fay Library Fund | 10,758 |
| Mass.Mun.Dep.Trust | Fay Library Fund | 7,988 |
| Mass.Mun.Dep.Trust | Buck Library Fund | 18,022 |
| Mass.Mun.Dep.Trust | NE Telephone Library Fund | 7,786 |
| Merrill Lynch Financial | Investment | 1,409,553 |
| Unibank | Online Payments | 93,244 |
| Unibank | Investment & State Payments | 901,580 |
| Unibank | Payroll | 297 |
| Unibank | Accounts Payable | 170 |

TRUST FUNDS:

| | | |
|-----------------------|----------------------------------|-----------|
| Bartholomew & Company | Stabilization Fund | 914,585 |
| Bartholomew & Company | Comm. Preservation & Town Trusts | 3,124,775 |

CASH BALANCES

20,474,476

Town Collector

| | Opening Balance | Commitment / Add | Refund | Dr adjustment | Payment | Abatement | Cr adjustment | Transfer Tax Title / F-closure | Closing Balance |
|--------------------------|--------------------|----------------------|-------------------|------------------|----------------------|-------------------|------------------|-----------------------------------|--------------------|
| REAL ESTATE | | | | | | | | | |
| FY 2010 | 0.00 | 29,710,142.00 | 75,014.97 | 22,047.21 | 29,368,132.56 | 83,606.52 | 8,826.48 | 33,310.33 | 313,328.29 |
| FY 2009 | 570,313.46 | 0.00 | 35,394.85 | 15,559.03 | 407,027.97 | 35,023.34 | 3,997.55 | 169,755.73 | 5,462.75 |
| FY 2008 | 7,272.17 | 0.00 | 0.00 | 0.00 | 7,272.17 | 0.00 | 0.00 | 0.00 | 0.00 |
| FY 2007 | 6,269.87 | 0.00 | 0.00 | 6,269.87 | 6,269.87 | 0.00 | 0.00 | 6,269.87 | 0.00 |
| FY 2006 | 8,732.43 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,732.43 |
| <i>RE Subtotal</i> | <i>592,587.93</i> | <i>29,710,142.00</i> | <i>110,409.82</i> | <i>43,876.11</i> | <i>29,788,702.57</i> | <i>118,629.86</i> | <i>12,824.03</i> | <i>209,335.93</i> | <i>327,523.47</i> |
| TAX TITLE | <i>181,805.19</i> | <i>201,966.01</i> | <i>0.00</i> | <i>0.00</i> | <i>192,033.73</i> | <i>8,802.85</i> | <i>16,264.77</i> | <i>0.00</i> | <i>166,669.85</i> |
| TAX TITLE WTR | <i>1,844.48</i> | <i>3,993.43</i> | <i>0.00</i> | <i>0.00</i> | <i>4,814.57</i> | <i>322.84</i> | <i>278.49</i> | <i>0.00</i> | <i>422.01</i> |
| TAX TITLE CPA | <i>762.04</i> | <i>1,469.70</i> | <i>0.00</i> | <i>0.00</i> | <i>1,498.73</i> | <i>57.95</i> | <i>121.34</i> | <i>0.00</i> | <i>553.72</i> |
| TAX DEFERRAL | <i>68,985.42</i> | <i>34,460.84</i> | <i>0.00</i> | <i>0.00</i> | <i>8,124.71</i> | <i>0.00</i> | <i>0.00</i> | <i>0.00</i> | <i>95,321.55</i> |
| PERSONAL PROPERTY | | | | | | | | | |
| FY 2010 | 0.00 | 1,229,630.00 | 64,750.35 | 239.22 | 1,263,533.97 | 25,124.23 | 35.55 | 0.00 | 5,925.82 |
| FY 2009 | 7,884.19 | 0.00 | 96,482.70 | 23.52 | 4,489.42 | 96,482.70 | 3,106.77 | 0.00 | 311.52 |
| FY 2008 | 1,731.21 | 0.00 | 279,304.77 | 0.00 | 1,490.41 | 279,304.77 | 0.00 | 0.00 | 240.80 |
| FY 2007 | 496.90 | 0.00 | 95,841.62 | 0.00 | 86.80 | 95,841.62 | 0.00 | 0.00 | 410.10 |
| <i>PP Subtotal</i> | <i>10,112.30</i> | <i>1,229,630.00</i> | <i>536,379.44</i> | <i>262.74</i> | <i>1,269,600.60</i> | <i>496,753.32</i> | <i>3,142.32</i> | <i>0.00</i> | <i>6,888.24</i> |
| MOTOR VEHICLE | | | | | | | | | |
| 2010 | 0.00 | 1,399,881.73 | 3,865.61 | 0.02 | 1,332,939.07 | 18,505.18 | 133.75 | 0.00 | 52,169.36 |
| 2009 | 110,612.62 | 224,578.01 | 23,490.41 | 121.77 | 319,733.00 | 21,557.22 | 217.50 | 0.00 | 17,295.09 |
| 2008 | 10,659.73 | 356.56 | 12,181.39 | 49.38 | 6,216.68 | 11,098.99 | 0.00 | 0.00 | 5,931.39 |
| 2007 | 5,960.56 | 0.00 | 9,191.89 | 0.00 | 1,012.72 | 8,466.79 | 5,672.94 | 0.00 | 0.00 |
| 2006 | 5,714.40 | 0.00 | 0.00 | 0.00 | 596.57 | 0.00 | 5,117.83 | 0.00 | 0.00 |
| <i>EX Subtotal</i> | <i>132,947.31</i> | <i>1,624,816.30</i> | <i>48,729.30</i> | <i>171.17</i> | <i>1,660,498.04</i> | <i>59,628.18</i> | <i>11,142.02</i> | <i>0.00</i> | <i>75,395.84</i> |
| WATER LIENS | | | | | | | | | |
| FY 2010 | 0.00 | 42,397.71 | 0.00 | 0.00 | 34,189.50 | 0.00 | 461.08 | 0.00 | 7,747.13 |
| FY 2009 | 9,469.42 | 0.00 | 0.00 | 768.57 | 6,523.05 | 0.00 | 0.00 | 3,714.94 | 0.00 |
| <i>WL Subtotal</i> | <i>9,469.42</i> | <i>42,397.71</i> | <i>0.00</i> | <i>768.57</i> | <i>40,712.55</i> | <i>0.00</i> | <i>461.08</i> | <i>3,714.94</i> | <i>7,747.13</i> |
| SEPTIC BETT | | | | | | | | | |
| FY 2010 | 0.00 | 39,573.53 | 0.00 | 0.00 | 38,573.53 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| FY 2009 | 1,450.59 | 0.00 | 0.00 | 0.00 | 450.59 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| <i>SL Subtotal</i> | <i>1,450.59</i> | <i>39,573.53</i> | <i>0.00</i> | <i>0.00</i> | <i>39,024.12</i> | <i>0.00</i> | <i>0.00</i> | <i>1,000.00</i> | <i>1,000.00</i> |
| WATER | | | | | | | | | |
| Rates | 102,623.69 | 1,451,486.56 | 31.04 | 9,918.85 | 1,382,703.74 | 8,797.59 | 758.41 | 40,762.71 | 131,037.69 |
| Other Charges | 7,085.57 | 56,773.24 | 0.00 | 0.00 | 61,823.81 | 0.00 | 0.00 | 1,600.00 | 435.00 |
| <i>WTR Subtotal</i> | <i>109,709.26</i> | <i>1,508,259.80</i> | <i>31.04</i> | <i>9,918.85</i> | <i>1,444,527.55</i> | <i>8,797.59</i> | <i>758.41</i> | <i>42,362.71</i> | <i>131,472.69</i> |
| TOTAL | 848,946.96 | 34,396,709.32 | 695,549.60 | 54,997.44 | 34,449,537.17 | 692,992.59 | 44,992.46 | 256,413.58 | 812,994.50 |
| CPA Tax 2010 | 0.00 | 249,771.41 | 298.17 | 90.65 | 246,089.09 | 1,828.77 | 74.83 | 0.00 | 2,167.54 |
| CPA Tax 2009 | 4,241.56 | 0.00 | 356.74 | 99.78 | 3,056.14 | 345.60 | 7.92 | 1,262.17 | 26.25 |

TOWN SERVICES



The Southborough Arts Center

Home to

**The Cultural Arts Council
The Recreation Commission
The Facilities Management Department**

Building Department

PERMITS ISSUED BY TYPE OF PERMIT AND FEES COLLECTED

| <u>NUMBER</u> | <u>TYPE</u> | <u>FEES COLLECTED</u> |
|--------------------|------------------|-----------------------|
| 434 | Building Permits | \$273,644 |
| 336 | Wiring Permits | 37,336 |
| 182 | Plumbing Permits | 16,000 |
| 144 | Gas Permits | <u>9,025</u> |
| Total Permit Fees: | | \$336,005 |

The total number of Building Permits issued for calendar year 2010 is more (96) than calendar year 2009. Plumbing and Gas permits also increased (52) as did Electrical permits (18) from last year.

Large ongoing projects: The Fay Primary School, located at 19 Middle Road is 100% complete. The Southborough Medical Complex fit up, 24 Newton Street, is approximately 98% completed.

The State Building Code and construction related information is available on line at the Department of Public Safety web site at www.mass.gov/dps and its link to the Board of Building Regulations and Standards. This site provides a great deal of information that can be helpful in planning and executing construction projects. It also contains a great deal of helpful information on the 8th Edition of the State Building Code.

A reminder that both building and zoning information is available online on the town's website. The town's website is located at www.southboroughma.com. By navigating to the Building Department it is possible to obtain permit applications, fee schedules, zoning regulations and other information. The site contains e-mail addresses where comments and requests can be made.

The Building Department would like to thank David Monroe for all his hard work organizing the plan storage files and his continued efforts on scanning our residential files.

Conservation Commission

The Southborough Conservation Commission is the local authority responsible for the protection of Southborough's natural resources and for the enforcement of the Massachusetts Wetlands Protection Act (M.G.L. Ch. 131, Sect. 40) and regulations (310 CMR 10.00), including the Rivers Protection Act, the Southborough Wetlands Bylaw and Regulations (Chapter 170) and the Stormwater and Erosion Control Bylaw (Chapter 174-13.5). The Commission is a seven-member volunteer board appointed by the Board of Selectmen.

Areas subject to the Commission's jurisdiction include (1) isolated wetlands, (2) bordering and isolated land subject to flooding, (3) wetlands bordering on water bodies or waterways, (4) all land within 100 feet of (3) above, and (5) all land within 200 feet of any perennial stream. Any activity in these areas requires pre-construction review by the Commission. The Commission is required to hold a public hearing if the activity affects any of the statutory public interests. If the Commission determines that the proposed activity meets all regulatory performance standards, then a permit will be issued with such conditions as are necessary to protect the following public interests: 1) private and public water supply, 2) ground water protection, 3) pollution prevention, 4) flood prevention, 5) storm damage protection, 6) land containing shellfish, 7) fisheries, and 8) wildlife habitat. In addition, the Commission has jurisdiction over projects that could have significant stormwater and/or erosion impacts in accordance with the provisions of the Stormwater and Erosion Control Bylaw.

The Commission advises other municipal officials and boards on conservation issues relating to these boards' areas of responsibility. The Commission manages all of the Town's conservation properties and the Community Gardens, and oversees Conservation Restrictions held by the Town. The Commission appoints the members of the Southborough Stewardship Committee whose oversight, coordination and management of the Breakneck Hill Conservation Land has been invaluable. The Commission is served by a salaried part-time Conservation Administrator. One member serves on the Community Preservation Committee, one member serves on the Zoning Advisory Committee, one member serves on the Stewardship Committee, and one member and the Administrator serve on the Southborough Emergency Planning and Management Committee.

In August of 2010, the Commission contracted Christopher Lucas of Lucas Environmental LLC to provide professional wetlands science consulting services to assist with the peer review of increasingly complex and technical regulation requirements for stormwater and wetlands protection being imposed by the state.

In 2010, the Commission held **29 public hearings** for Notices of Intent, Requests for Determination of Applicability, Abbreviated Notice of Resource Area Delineation, Permit Extensions, Amendment Requests, and Administrative Enforcement:

| | |
|---------|---|
| 1/14/10 | Harvey Industries (1 Willow Street) |
| 1/14/10 | Department of Public Works (Southville Road Sidewalk) |
| 1/14/10 | Deerfoot Realty Trust (75 Deerfoot Road) |
| 2/4/10 | Sage Investors (154 Main Street) |
| 2/25/10 | Anupama Sehgal (9 Red Gate Lane) |
| 2/25/10 | Charles Black (7 William Colleary Lane) |
| 2/25/10 | Charles Black (4 William Colleary Lane) |
| 3/18/10 | Scott Malcolm (25 Southwood Drive) |
| 3/18/10 | Renzo Bardetti (3 Saddle Hill Lane) |
| 4/8/10 | Kevin Zelnick (16 Orchard Road) |
| 4/29/10 | Brendon Homes (97 Mt. Vickery Road) |
| 5/20/10 | Joseph and Nancy Baptiste (58 Deerfoot Road) |
| 5/20/10 | Estate of Elinor Garfield (84 Main Street) |
| 5/20/10 | Luc and Hester Schepens (9 Parkerville Road) |
| 5/20/10 | Fay School (48 Main Street) |
| 6/10/10 | Ralph Ellis (130 Main Street) |

Conservation Commission (continued)

| | |
|----------|--|
| 7/1/10 | Capital Group Properties (40 Southville Road) |
| 7/1/10 | Stephanie Slack (229 Parkerville Road) |
| 7/1/10 | Stephanie Slack (227 Parkerville Road) |
| 7/22/10 | Maxine Bellew (36 Fisher Road) |
| 7/22/10 | David Brinkmann (154 Main Street) |
| 8/3/10 | Regan O'Brien (69 Turnpike Road) |
| 9/2/10 | Joseph and Nancy Baptiste (60 Deerfoot Road) |
| 9/2/10 | Deborah Van De Ven (4 Prentiss Street) |
| 9/23/10 | Framingham Department of Public Works (Boston Road Water Main) |
| 10/14/10 | Andre Fortin (6 Ward Road) |
| 11/4/10 | Peter and Ding On Kwan (24 & 32 Newton Street) |
| 11/4/10 | Chris Christopher (154 Main Street) |
| 12/2/10 | Michael Gulbankian (40 Mt. Vickery Road) |

In 2010, the Commission held 2 **Stormwater Management Permit** public hearings:

| | |
|---------|---|
| 1/14/10 | Harvey Industries (1 Willow Street) |
| 7/1/10 | New England Primate Center (One Pine Hill Road) |

In 2010, the Commission considered 16 **Requests for Certificate of Compliance:**

| | |
|--------------------------------|--------------------------|
| 2 Bridge Street | 132 Marlboro Road |
| 60 Deerfoot Road | 9 Parkerville Road |
| Fay School Campus Improvements | 4 Prentiss Street |
| Fay School Primary Project | 52 Sears Road |
| 36 Fisher Road | Southville Road Sidewalk |
| 84 Main Street | 134 Turnpike Road |
| 101 Main Street | 344 Turnpike Road |
| 154 Main Street | Wells Lane Roadway |

In 2010, the Commission collected \$3,035 in state regulated wetland filing fees, \$16,130 in local filing fees and \$1,000 in Stormwater permit filing fees. The Commission also collected \$750 in wetlands violation fines.

The Commission would like to thank the members of the Breakneck Hill Cow Fund for managing the cows and pastures at the Breakneck Hill Conservation Land. An annual License Agreement was re-signed by the Cow Fund and the Commission to formalize this unique partnership. The educational and hands-on work opportunities they provide allow residents to recall the agricultural history of the town.

The Commission extends its gratitude to the volunteers of the Southborough Stewardship Committee for their dedicated stewardship of the Breakneck Hill Conservation Land and continued oversight and coordination of the Master Plan, the federal grant restoration project, and other able-bodied volunteers for the numerous land enhancement projects.

The Commission thanks all town officials, employees, and residents who have provided assistance to us this past year and we welcome the participation of community members in our future work.

And finally, the Community Gardens had another successful and bountiful year under Co-Garden Coordinators Joyce Greenleaf and Debbi Molinaro. Following is a summary of the 2010 Community Garden season.

| |
|--|
| <i>Southborough Community Gardens</i> |
|--|

Southborough's Community Gardens welcomed about 70 gardeners with plots in the 2010 growing season. We had a waiting list that we were unable to accommodate. This year co-coordinators Joyce Greenleaf and Debbi Molinaro had many volunteers come forward to help with plowing, measuring

Conservation Commission (continued)

and marking the plots, mowing, and repairing hoses, among other activities. Many thanks to those who contributed to a successful growing season!

As in past years, the Breakneck Hill Cow Fund provided fertilizer and split the water expenses with Community Gardens.

Gardeners grew the usual array of tomatoes, squashes, beans, and herbs, among others. The plots were also graced with some towering sunflowers that were like eye candy to gardeners and all those passing by.

Changes for the 2011 growing season will likely include plots offered in one standard size, as opposed to multiple sizes. This change will help Community Gardens accommodate more gardeners.



Council on Aging/Senior Center

The Senior Center is conveniently located near the center of town at 9 Cordaville Road. The Center is easily accessible to seniors who drive and also accessible by inexpensive bus service provided through the MWRTA which will pick seniors up at their homes and bring them to the Center. The Senior Center's regular business hours are 8:30 a.m. to 2:30 p.m. Monday through Friday, and Saturday for activities from 9:00 a.m. to 12:00 p.m.

Because predictions for a new Senior Center facility are projected to be several years away at best, it is incumbent upon us to find cost effective ways to increase the activity space in the current building. Moveable partitions are currently being installed in the large function room to create flexible program space. The room will be able to accommodate up to three different programs at a time or can be opened up to accommodate larger programs of approximately 100 people. Currently programs such as canasta, the senior writers group, and the book club are held in the staff offices. The Senior Center has a full slate of weekly activities which are detailed in our bi-monthly newsletter or on our web site www.southboroughseniors.com.

Last year the Senior Center launched a new website dedicated to informing the public of senior center activities, programs, and current senior related topics. Many thanks to webmaster John Del Rios for providing his time and expertise in creating and maintaining this valuable service. If you have any suggestions or would like to see any additional information on this site please contact the senior center.

The Council's mission includes advocating for senior services on behalf of the town's elder population, identifying and improving community services and resources, and providing educational, health, and recreational programs. The Council on Aging is a board made up of seven volunteer members and alternate members. The Council on Aging meets at 7:00 p.m. the first Wednesday of the month at the Senior Center which is located at 9 Cordaville Road. The public is welcome to attend these meetings.

The Center is staffed by a Director, Program Coordinator, Outreach Coordinator, Nurse, Administrative Assistants and many dedicated volunteers. There are approximately 1400 residents in Southborough over the age of 60 and all are welcome to participate in Senior Center programs. In addition, the Senior Center provides services and assistance to families of elders.

Funding for the Senior Center and its programs comes primarily from the town budget, the Friends of the Council on Aging, and grants from the Executive Office of Elder Affairs. The "Friends of the Council on Aging" holds fund raising activities throughout the year. The annual Falconi Family Memorial Golf Tournament raises significant dollars towards program funding.

The Senior Center has a large multipurpose activity space and an area which serves as the congregate meal sight. Regular weekly activities such as fitness classes, a music program, painting classes, bridge, greenery craft programs and card games are provided for seniors. In addition, educational programs, craft classes, holiday events, off-site water aerobics, tai chi classes, bus trips, health and educational lectures, parties and picnics, visits from state legislators, podiatry clinics and a bi-monthly newsletter is offered. Services at the Senior Center also include the Meals on Wheels Program for homebound seniors and on-site congregate hot lunches are served Monday through Friday. The meals are provided by Baypath Elder Services and are delivered to homebound seniors by local volunteers.

In addition to these services the Senior Center offers, we have also partnered with the recreation department, the library, historic society, and local schools, to offer programs such as bus trips, a book discussion group, and other upcoming programs. Two pool tables and a ping pong table are available and Southboro has formed a pool team that participates in league play with other senior centers.

Council on Aging/Senior Center (continued)

This past year the Senior Center received grant funding from Baypath Elder Services to focus on the development of intergenerational programming. New programs involving seniors included; The "Be My Friend" programs with Woodward School, a bus trip to the dress rehearsal of "Guys and Dolls" at Algonquin, National Honor Society, Senior dance, and a collaboration of the Senior Writers Group with the high school journalism students. The Senior Center has been able to obtain grant funding for a second year to continue coordinating these efforts.

Grant Funding was also obtained through the Executive Office of Elder Affairs Incentive Grant to provide support for the Senior Emergency Services Plan. A program is available to store senior emergency form information. This information would be used by emergency service personnel to assist seniors in the case of a major disaster. Grant funds were utilized to contact our most elderly seniors in an effort to update their emergency information in the data base.

Health insurance counseling is provided by appointment with a trained SHINE (Serving Health Information Needs of Elders) volunteer who has been extremely busy during the recent months helping seniors at the Senior Center. Special thanks to Carolyn MacLeod for her generous support and many hours of service to Southborough seniors.

The center also provides information and counseling for Medicare and Medicaid programs, prescription drug program assistance, fuel assistance, meal programs, housing services, transportation services and community resources.

Transportation is available through The MetroWest Regional Transit Authority. The WRTA offers fixed route service as well as curb to curb service to seniors at very affordable prices. This service can bring seniors to most area destinations which were not available in the past.

The Senior Tax Work-Off program which started in 2000 with 6 participants has grown to 30 participants. At the fall 2009 town meeting a vote was taken to increase the benefit of the Tax Work Off Program to \$1000 from the previous benefit of \$750. Seniors now receive a \$1000 tax credit for providing 125 hours of service hours (an increase from 100 hours for service) to a wide variety of town departments. The \$1000 tax credit is the obvious benefit for seniors who participate in the program. The benefit that may not be so obvious to the general public is the community involvement and feeling of giving back to the community that the seniors receive and so often express when participating in the program. Almost all who participate continue to volunteer for the town even after their hours are completed. Program participants have become a vital part of the town's work force and are utilized in over 15 different departments.

"A Guide to Property Tax Help for Southborough Senior Citizens" is available at the Senior Center and the Assessor's office. This booklet was prepared to make senior homeowners aware of the Massachusetts laws that exist to provide tax relief programs to its senior citizens.

The Senior Center has continued to increase current services and adapt to meet the increasing needs of the senior citizens within the community. In order to do so we will again need to rely heavily on the services of our exceptional volunteers. Last year over 100 individuals (in addition to tax work off participants) volunteered their time to the Senior Center. Our sincere thanks go out to all who have helped to make the Senior Center a success and we welcome the opportunity to involve more volunteers of every age in the upcoming year.

Special thanks to Jimmy Falconi for his ongoing support with his donations and the Falconi Family Memorial Golf Tournament, TJ's Spirits of Ashland, Panera Bread, and Hannaford Markets.

Department of Public Works

In accordance with the Code of the Town of Southborough, the Department of Public Works (DPW) herewith submits its eighteenth annual report for the year ending December 31, 2010.

THE DEPARTMENT:

In June 2010, the DPW welcomed John Parent, DPW Executive Assistant, to the Department. Mr. Parent has energized the DPW office. He has worked hard to fill the shoes of long time DPW Employee Connie Mauro, who retired in September 2009, while bringing his unique talents and skills to the DPW. We look forward to working with Mr. Parent for many years.

The DPW lost longtime and devoted volunteer Bob Spayne in January 2010. Mr. Spayne helped with the issuance of Transfer Station permits at the DPW and prior to that at the Southborough Town House. His presence was sorely missed this year.

HIGHWAY: The Highway Division consists of five highway crew members, the DPW Mechanic and the Transfer Station Operator. Crew members in 2010 were Jim Harding, Dick Rock, Dean Cibelli, Mark McLaughlin and Steve Aspesi, the DPW Mechanic was Dave Daniels.

Snow Removal:

- The 2009-2010 snow season started late with the first snow event coming on January 2nd.
- In total, the season brought Southborough eight snow events.
- Total snow fall for the season was about 28.5".

All fifteen employees, from each of the DPW Divisions, along with ten pieces of contractor equipment kept the roads clear for emergency vehicles and the public.

Roadways:

- Approximately 11.5" of the total 2010 snowfall came in February as a wintry mix of rain/sleet/snow. This wet precipitation along with freezing nights contributed to an intense pot hole season.
- The DPW's street striping contractors applied centerline and edge-line paint in late spring 2010.
- Roadside brush-mowing, street sweeping, catch basin cleaning, pot hole filling and crosswalk and stop line painting was performed by all 5 Highway Division personnel, Jim Harding, Dick Rock, Dean Cibelli, Mark McLaughlin and Stephen Aspesi, as usual in 2010.
- The DPW hired contractors to perform infrared repair to roadway areas throughout town that were in need of minor repair.
- The DPW bid a roadway maintenance contract in 2010. The roadway maintenance articles from the 2009 and 2010 Annual Town Meetings along with all remaining available chapter 90 monies are funding the contract.
 - In fall 2010 the contractor reclaimed and paved Sears Road.
 - Waveney Road and Deerfoot Extension were overlayed with asphalt in fall 2010.
 - The water trench on the south side of Parkerville Road received a thin overlay to hold the area together until the roadway contract begins again in spring.
 - The contract will be complete in late summer 2011.
- The Main Street project was finalized in 2010. Several public meetings were held in 2010 to determine the final design of the roadway at the Town Common. The 25% design plans are being completed for submission in 2011.

Stormwater:

- The month of March brought almost 11" of rainfall over three storm events. This rainfall brought significant erosion and flooding throughout town.
- The DPW Highway Crew repaired 16 catch basins in 2010.

Department of Public Works (continued)

- The DPW also made various repairs and small upgrades to the drainage system, in association with the road paving program of 2010.
- In April the DPW helped sponsor the Annual Spring Clean-up. This year participants received stainless steel water bottles and recycled, re-useable shopping bags to promote reuse of these items.
- The Town continued to meet the requirements of the National Pollution Discharge Elimination System (NPDES) Municipal Small Storm Sewer System (MS4) Phase II General Permit. The Town's current permit expired in 2008, but the United States Environmental Protection Agency (EPA) and the Massachusetts Department of Environmental Protection (DEP) have yet to issue a new 5-Year permit. The DEP and EPA have chosen to administratively continue the original, expired 5-Year permit for a third year in a row. EPA released a draft of the new general permit in November. This draft version is not final.
- In compliance with our permit the DPW continued to track quantities of materials diverted from the waterways by the Town's drainage system and by street sweeping.
- The Department of Public Works supported the Conservation Commission in the review of three (3) Stormwater Management Permits.
- In March, a closed circuit television inspection was performed of the Parkerville Road drain line, in the vicinity of Southville Road to determine if there were blockages in the pipe.
- The DPW lot paving was completed in June 2010.

Transfer Station: The Transfer Station is part of the Highway Division. The only full time employee at the Transfer Station is the Transfer Station Operator, Joe Berte.

- The DPW Recycling Center position was officially cut in FY11. This year the DPW hired summer help, a temporary part time employee and all other DPW employees to fill the position at the Recycling Center.
- The DPW hauled 3,126 tons of refuse in 2010 – about 50 tons more than in 2009, but about equal to the 2008 quantity.
- Resident's recycling efforts at the Transfer Station resulted in approximately 1,240 tons of material being recycled, including cardboard, newsprint, comingled materials, scrap metal, white goods, brush and yard waste, Swap Shop donations, book donations, clothing donations, bottle and can donations, and household hazardous waste.
- Refuse disposal cost \$69.20 per ton the first half of 2010 and \$70.87 per ton the second half of 2010.
- In 2010 the DPW installed a kiosk for in-home medical sharps disposal near the operator's office at the refuse hopper. The law governing disposal of in-home medical sharps recently changed to require that they no longer be placed in the residential waste stream.
- The Town currently pays for Household Hazardous Waste Day, brush and yard waste recycling, sharps disposal/recycling, and recycling and/or disposal of all items in the mercury shed.
- The Town does not pay for hauling or processing of any other materials collected at the Transfer Station.
- DEP Transfer Station, Compost Site and Recycling reporting occurred as usual in February 2010.

Trees: The Town's Tree Warden is Highway Division employee Richard Rock. The DPW does not have a Tree Division.

- Tree contractors removed seventy one trees in 2010.
- The Tree Warden and DPW Highway Division employees removed an additional eighteen smaller trees themselves.

GROUNDS: The DPW Grounds Division consists of one employee, Chris Leroy.

Maintenance: The DPW Grounds Division is responsible for maintaining and overseeing the maintenance of 55 acres of town grounds and recreation fields.

Department of Public Works (continued)

- Standard and preventative maintenance was performed on all the athletic fields during 2010. This includes:
 - aerating each field four times to reduce compaction
 - over seeding goalmouths and other worn areas of the athletic fields
 - auditing and maintaining the irrigation systems
 - fertilizing and applying lime to the fields as warranted by yearly field's soils testing.
- The Grounds Division updated and monitored the Town's Integrated Pest Management (IPM) Program as required by the Children's Protection Act.
- Grounds mowing was performed by the Town's Grounds contractor as usual in 2010.
 - The 2011 grounds contract was bid in December 2010.

Projects: In addition to grounds maintenance the Grounds Division also completed several projects including:

- Renovating the Trottier softball field
- Installing permanent picnic tables at Fay Memorial Field
- Replacing the basketball nets at Woodward School
- Erecting the ice rink at Choate Field (Woodward School)
- Working to augment the Triangle Park design and contract, funded by Town Meeting for about \$154,000 including:
 - Designing and installing an irrigation system to protect the Town's \$17,000 plant and tree investment at the site
 - Planting the trees donated by the Southborough Gardeners
 - Removing transplanted trees that were not under warranty
 - Assisting DPW contractor with weeding, planting bed layout, plant inventory, planting and mulching

WATER: The Water Division consists of four employees, Mike Nelson, Norm Buzzell, Paul Harding and Joe Paul. The Water Division is a Special Revenue Fund, meaning that it is self funded through water billing.

Consumption:

- Summer 2010 was extremely dry, the area experienced drought conditions:
- Despite the drought, the Town put a voluntary water ban in place for the summer months.
- Southborough used 373 Million Gallons (MG) of water in 2010. This is an increase of almost 12% over last year's usage.
- Southborough's 2010 average day's usage was 1.02MG, up 12% from 2009's 0.915MG.

Rates:

- Water Rates stayed steady throughout 2010.
- Southborough's water rates are stepped to encourage water conservation

Breaks:

- 2010 brought the Town 4 water main breaks
- The DPW's leak detection contractor performed our Annual Leak Detection Survey in February 2010.
- The Water Division repaired 6 service leaks and 6 hydrant leaks

Infrastructure Improvements:

- The DPW's water contractor completed the Parkerville Road 12" water main project in 2010.
- The project replaced the remaining 1,700 feet of 8" water main with 12" water main in accordance with the Water System Master Plan.
- One new hydrant was added to the Town's water system.

Department of Public Works (continued)

- Seven water services were added to the system in 2010.
- The 1931, riveted steel Oak Hill tank was stripped, primed and painted in 2010.
 - During the painting contract, several repairs were made to the tank's fiberglass roof and the roof support system.
- The Pressure Relief Valves (PRVs) were replaced in 2010. In addition to replacing the actual valves the contractor also:
 - Brought power to the valves to power the solenoids that control the new valves
 - Installed sump pumps in the valve pits
 - Installed control boxes and control panels near the valve pits for future SCADA control installation
- The Water Division continued replacing water meters in 2010.

System Maintenance:

- Water sampling and DEP reporting was also conducted as usual in 2010
- Water system flushing occurred as usual during the last week of April

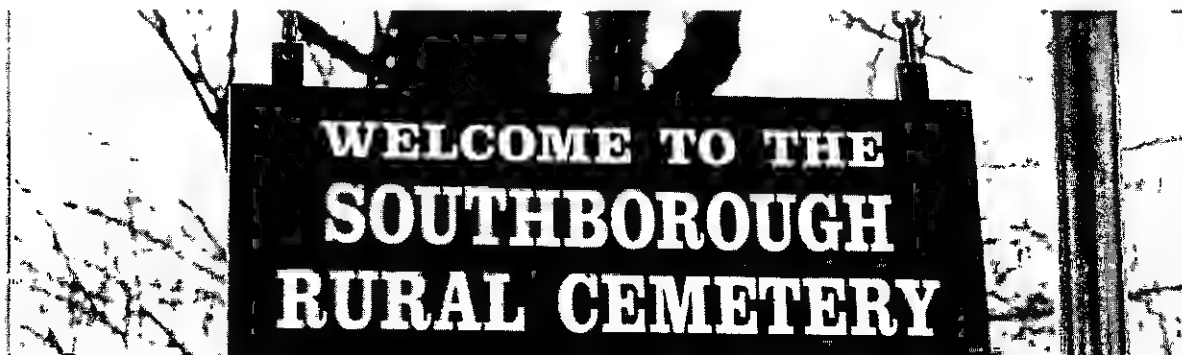
CEMETERY: The Cemetery Division consists of 3 employees Bridget Gilleney-DeCenzo, George Mooney and Andy Remillard.

Maintenance and operations:

- Maintenance and operation of the Rural Cemetery and the Old Burial Grounds was carried out on a regular basis throughout 2010.
- The northern stonewall between the Senior Center and the Cemetery was raised in order to protect the slope between the two properties.
- Burial Rights to 30 graves were sold in 2010.
- There were 22 cremation burials and 36 full body burials in 2010.

GEOGRAPHIC INFORMATION SYSTEM (GIS): In 2010, Town's Geographic Information System (GIS) continued to be expanded and updated.

- The Town continues to operate the MapsOnline program to provide GIS access to members of the public, general Town staff, and Town public safety staff.
- A fourth MapsOnline site, dedicated to the Police Department, was placed into service to allow the Police to graphically display sensitive information, without that information being seen by unauthorized users.
- The Document Manager module for the Town's web based permit and form software, PeopleForms, was also added in 2010 in order to allow documents to be accessed through a mapping interface.
- Improvements to the PeopleForms software also allowed for the integration of credit card payments into the Fire Department's online burn permit application.
- The GIS system's software was upgraded to ArcView 9.3.



Facilities Management Department

The department's mission statement reads as follows: *To provide maintenance, repairs, and operation of municipally owned buildings and grounds that will extend the life of the facilities and associated equipment installed within those facilities and/or any part of such facility. We also ensure that public safety is provided by performing sound operational procedures that comply with federal, state, and local building code requirements, clean air, water, and health requirements.*

It is the policy of this department that its resources be directed towards planning and providing essential services, maintaining and operating equipment and facilities in a safe manner (subject to budgetary constraints), in accordance with appropriate building and fire codes, federal and state regulations.

DESCRIPTION OF SERVICES

Our services consist of, but not are limited to, the following areas of service:

1. Design of facility and system needs and requirements for all municipal departments.
2. Construct, demolish, modify, renovate, repair and/or replace facilities, equipment and building systems.
3. Operate and maintain building systems such as, mechanical, electrical, structural, fire, security, health and safety.
4. Provide environmental and global cleaning and safe operation of facilities.
5. Administer the purchase of services and repair contractors to ensure compliance with local, state, federal and industry standards.
6. Purchase of building systems, replacement equipment, custodial supplies.
7. Standardized purchase of services, products and supplies in the operation of our facilities.
8. Participation in all types of town committee's from safety to emergency management.

STAFFING

Our department is divided by craft, but it is also intergraded for mission accomplishment. That means that any person will perform other duties as the need arises. It is this unity and ability to combine skills for mission accomplishment that has set our department apart from other municipality's facilities or maintenance departments. Our current FY11 staff is as follows:

- ☐ Facilities Manager - Phil Rinehart
- ☐ Maintenance Supervisor - Michael Bannon
- ☐ Maintenance Mechanic II - Michael Branchaud
- ☐ Maintenance Custodian/Boiler Maint. - David Falconi
- ☐ Maintenance Electrician part-time - Robert Chaves
- ☐ Administrative Secretary - Cynthia Krawczyk

STAFF FUNCTIONS

Facilities Manager - Performs project planning, estimating, prepares proposals, reviews operational control procedures, and coordinates vendor and contractor activities. Develops and implements budgets based on the goals and objectives outlined for the town.

Maintenance Supervisor - Develops the weekly work schedule based on assigned work by the Facilities Manager, for normal maintenance and repairs to all facilities. Ensures all town buildings are maintained, clean and safe for normal work every day. Possesses a CSL license and is responsible for all carpentry projects.

Administrative Secretary - Prepares purchase orders, processes invoices for payments, maintains a running account of all department expenditures, maintains time schedules for on going projects. Performs analytical calculations for review of the department's financial performance. Works with Facilities Manager preparing documents, maintaining files and project folders in the day to day operation of the department. Qualified to work with procurement of supplies and building construction contracts via Associate MCPPO certification. Maintains Preventative Maintenance System entering, distributing, and

Facilities Management Department (continued)

closing all department work orders. Interfaces with town departments and vendors as necessary to keep a smooth work flow for the department.

Maintenance Mechanic - Performs inspections, tests, maintenance and repairs to buildings, as well as mechanical and electrical equipment such as motors, pumps, boilers, HV AC, and waste water system.

Maintenance Custodian - Performs and maintains the buildings in clean and safe conditions at all town structures. This includes sweeping, mopping, and snow removal. Also performs inspections of building equipment to ensure that all equipment is operating properly.

Electrician - Performs all facets of electrical maintenance, preventive maintenance, repairs, and renovations in accordance with established procedures, NEC codes regulations and work schedules. The maintenance electrician performs various duties such as; inspections, repairs, replacements and service calls on all electrical systems and equipment.

ACHIEVEMENTS

As always, the Facilities Department staff is constantly trying to improve service to our customers. Now that the building inventory is complete, we have been able to proceed with requests for building repairs in a knowledgeable way that allows for prioritizing.

Our objectives for the coming year will be to continue upgrading mechanical systems that are nearing the end of their life cycles. We have upgraded all lighting systems in town buildings with energy efficient lamps and all exit signs have been changed from incandescent lamps to LED lamps. The Facilities Department is constantly looking for ways to save energy, which in turn saves money.

Projects completed or in process for FY11

- ☐ Senior Center
 - Structural supports added to the big room to accommodate the added weight of the two sets of folding walls that were installed.
 - Along with the new wall units, a new hung ceiling and three large ceiling mounted A/C units have now been added to the big room.
 - Replaced old front door at the Senior Center.
- ☐ Police Station
 - Replaced the old ductless A/C unit in the briefing room.
 - Added an air exchanger in the briefing room.
 - Running additional cabling for additional phones and computers to the sergeant's room.
- ☐ Fire Station
 - Installed fire suppression equipment to the new exhaust hood over the kitchen stove.
 - Moved one of the ceiling mounted heater units in the truck bay to accommodate the new ladder truck.
 - Replaced the old worn and dried out weather seals on the large truck bay doors.
- ☐ Town House
 - Removed the old heating boiler & replaced with two high energy efficient condensing boilers.
 - Upgraded the boiler controls to a web based system.
 - Move the town's "IT" department out of Town House to the Board of Health area of the Senior Center.
 - Added doors to the offices of the Treasurer and Town Clerk to afford more privacy when meeting with the public.
 - Presently looking at plans to move the Accountant up to the second floor. This would give the accountant a quieter and less intrusive area to work.

Facilities Management Department (continued)

- ☐ Fayville Hall
 - The local cable TV committee would like to be able to bring more local programming to the town. To accomplish this, the committee needs more room at Fayville Hall. We are in the process of dividing the big room so Family & Youth Services and the cable committee can utilize the big room more effectively.
- ☐ DPW
 - Added air exchanger to the transfer station.
- ☐ Library
 - Replaced the two hot water recirculation heat pumps with high energy efficient variable speed pumps.
- ☐ Arts Building
 - Completed the window restoration project. This project included interior storm windows, outside painting of the building, and the replacement of the 4 entry doors. This was funded with CPC monies.
 - Freeze protection alarm added.

Upcoming projects for this Spring

- ✱ Replacement of the two boilers at the Senior Center
- ✱ Removal and replacement of the parking lot entry at the senior center.
- ✱ Replacement of the two main air handlers and rebuilding of the other three air handlers in the basement of Town House.

Recreation Commission

The Recreation Commission strives to provide premium services and programs to the community. As long as the required resources are available to us, we will continue to create a revenue stream that will grow and support our operations yearly budget. The Recreation Commission has worked diligently to continue to provide more services and programs to residents without increasing the overall tax burden.

Town Activities and Programs (TAP)

This year the Commission has increased service to the community through the addition and expansion of many year round programs for pre-school age residents through seniors. Examples of programs include summer playground, kayak, canoeing and rowing, lacrosse clinics, sports camps for pre-teens & teens, and senior walking club.

Recreation After-School Program (RAP)

The Recreation After-school Programs provide enrichment activities for all K-8 children in Southborough. These activities are not limited to athletic teams but also include classes such as science, crafts, drama and dance. They are popular with all parents and provide a needed service for working parents who do not have the ability to drive a child to an after-school activity. They are also helpful to students on Individual Education Plans. Administrators from the schools and parents have all requested programs that we strive to provide. Other benefits of recreation in an after school setting include socialization for students who find it difficult to make friendships during the regular school day. There is also an opportunity for children who do not have the capability to participate in organized sports to have a chance to try a sport or activity that they may not otherwise have an opportunity to enjoy. Developing an interest in different activities can lead to life long participation in healthy activities.

Independent Youth Sport Organizations

Each of the team sport activities offered in Southborough is an independent program, which the Commission does not run, organize, supervise, nor maintain. For these activities, we administer the facility reservation fees based on the number of individuals in each activity. We also maintain records of the organizations' application, insurance to operate within Southborough facilities and organizational structure i.e., standards for board of directors, coaches, and volunteers.

Independent organizations run by volunteer residents and supported by the Recreation Commission:

- Southborough Youth Baseball
- Northborough/Southborough Youth Lacrosse
- Southborough Youth Soccer
- Northborough/Southborough Pop Warner Football
- Southborough Youth Basketball

Gym and Field Use Scheduling

The Recreation office schedules use of over 47 acres of athletic fields and facilities, and approximately 11,000 hours. This includes statewide use for the artificial surface, 9-11 Memorial Field, on Acre Bridge Road.

Southborough Fields and Facilities

- *Harold E. Fay Memorial Field/Playground:* soccer, outdoor basketball, softball, school age playground, tot-lot, picnic pavilion and walking path
- *Mooney Fields:* baseball
- *Liberty Estates Field:* multi-purpose athletic field
- *Kallender Field:* multi-purpose athletic field
- *Lundblad Field:* multi-purpose athletic field
- *9-11 Memorial Field:* soccer, football, lacrosse
- *Choate Field at Woodward School:* soccer, outdoor basketball, softball, field hockey, sand volleyball

Recreation Commission (continued)

- *Neary School:* tennis, soccer, baseball, playground, walking, outdoor ice skating, outdoor basketball
- *Trottier School:* soccer, baseball, track, field hockey, outdoor basketball
- *Finn School:* soccer, outdoor basketball, baseball, playground, tennis

Development, Expansion, and Maintenance

The Recreation Commission gathers information on facility needs from the various town organizations that use the fields and facilities. In turn, we work with the facilities department, selectmen, capital budget committee, and advisory committee to plan for the facility needs of this community.

Volunteers

As a commission, we utilize volunteers, including senior tax work-off volunteers, for various tasks such as office support, open gym monitor, and RAP monitors.

Friends of Recreation

This year the Recreation Commission is delighted to have the support of the newly the established Friends of Recreation. This group supports recreation through scholarships, donations and volunteer time. This year they purchased an outdoor skate rink that was enjoyed by the whole community. They successfully ran the 4th Annual Gobble Wobble Thanksgiving Road Race.

Scholarships

Southborough recreation provides scholarships for all types of activities.

Health Benefits of Recreation

It is important to communities across the nation to stay active. Community parks and recreation programs provide that activity. Community recreation programs provide health benefits. The physical, mental, and social benefits provided to the community through recreation programs for pre-school through senior citizens range far beyond a single life span. The Recreation Commission is committed to working together with other departments and residents to insure that Southborough maintains the quality of life that residents should be afforded.



(Sudbury) RiverFest 2010
sponsored with Southborough Open Land Foundation

Southborough Cultural Arts Council

The Southborough Cultural Arts Council (SCAC) oversees the Arts Center programming and serves as the local arm of the Massachusetts Cultural Council. The council meets as needed at the Arts Center on Highland Street. Meetings are open to any members of the community who wish to attend.

As a group of volunteers, our mission is to provide cultural programming to the Southborough community. We provide educational classes for children and adults, an outlet and resource for local artists, and an opportunity for everyone to engage in and enjoy cultural activities. For a full schedule please visit our website at www.southborougharts.org.

As representatives of the Massachusetts Cultural Council (MCC), a state agency funded by the state legislature and the National Endowment for the Arts, the council awards grants annually to individuals and groups involved in the arts, humanities, and interpretive sciences. SCAC members meet in November to discuss applications and allocate its share of MCC funds for the following year. For 2010, the Southborough Cultural Arts Council is awarding \$4,609 to enhance the artistic and cultural life of the community. The endeavors we are funding include tickets for Woodward students to attend a performance at the Chelmsford Performing Arts Center, Symphony Pro Musica, Hudson Area Arts Alliance, The Heritage Chorale, Audio Journal for a history program on MetroWest towns, Assabet Valley Mastersingers, Northborough Area Community Chorus, Pilgrim Church for the Annual Messiah Concert, Southborough Public Library for a National Poetry Month Poetry Festival and Genealogy Club Speakers, Jennifer and Colin White for a presentation at the Southborough Library, and Richard Clark for a theatrical presentation of Mark Twain's life and works sponsored by the Southborough Historical Society.

Over the years, the Southborough Cultural Arts Council has provided significant funding to the cultural programming for Southborough through the Local Cultural Council grants. Just over the last 5 years, we have awarded \$19,544 in grants; \$6,439 of this grant money has funded school related projects; \$400 has funded Senior Center projects, \$1,895 has funded programs at the Southborough Library and \$750 has funded programs for the Historical Society and Museum. Over the last 13 year, total grant dollars awarded was \$57,124. For more information on the Massachusetts Cultural Council go to their website at www.massculturalcouncil.org.

We need more involvement

We are always looking for people who would like to become members of the Southborough Cultural Arts Council. Volunteers are welcome too! If you have an idea or a program that would benefit our community please reach out and let's make it happen.

Southborough Housing Authority

The Southborough Housing Authority is a public housing agency consisting of a five member Board of Commissioners. Four members are elected and one appointed by the Governor of the Commonwealth. The Authority is regulated by the Commonwealth of Massachusetts through the Department of Housing and Community Development (DHCD) and provides housing to eligible low income elderly, handicapped and families. The Board of Commissioners is responsible for setting policy, program planning and setting goals, while the Executive Director, Lynne Moreno, oversees the day-to-day administration of the Authority. The Authority's maintenance man, Michael Williams, work full-time to maintain and preserve the Authority's properties.

The Authority owns and operates fifty-six elderly/handicapped housing units, three family units and an eight bedroom special needs facility which was constructed in cooperation with the Massachusetts Department of Mental Health and is managed by The Bridge of Central Massachusetts.

While the Authority is self sufficient, subsidy is required from the Department of Housing and Community Development for capital improvements. Strict control of operating costs within our approved budget must be maintained while providing the best quality housing possible for our residents. This past year, the installation of a large septic system at Colonial Gardens placed a financial burden on the SHA.

Presently, net income limits for determining admission to state aided public housing range from \$45,100 for one person to \$85,050 for eight people. Questions about eligibility requirements and applying for housing may be directed to the Southborough Housing Authority office, 49 Boston Road (508-481-2166) which is open from 9:00 a.m. to 12:00 p.m.

The Board of Commissioners of the Housing Authority meets on the third Wednesday of each month at 6:30 p.m. in the Colonial Gardens Community Building. The present members of the Board are Susan Chorey, Robert Jachowicz, Paul Morin, Nancy Morris and Tom Truong.

The Southborough Housing Authority wishes to thank all Southborough Boards, Department Heads and their employees for their help and cooperation throughout the past year.

Southborough Housing Opportunity Partnership Committee (SHOPC)

In 2010 SHOPC, with the valuable assistance of Town Planner Vera Kolias, finished the preparation of a revised Affordable Housing Strategic Plan to provide a roadmap for the Town's proactive, creative and environmentally responsible actions to fill its housing needs. This plan received approval from the Massachusetts Department of Housing and Community Development (DHCD) on March 30, 2010. Southborough's Board of Selectmen also approved the plan.

Created by Town Meeting in 1987, SHOPC has, since then, studied, promoted and acted as facilitators to create affordable housing in Southborough. At the April 2005 Town Meeting, the Affordable Housing Trust Fund was established. SHOPC and the AHTFC work together on the Town's housing needs, SHOPC as an advisor, the AHTFC as the funder of housing projects. The Trust Fund can receive money from fees, private contributions, and payments associated with zoning ordinances, as well as from the Community Preservation Act.

This year's affordable housing project was the purchase and rehabilitation of a house on Parkerville Road. The house gave Assabet Valley students hands-on experience under the supervision of their teachers. (Your tax dollars at work x 2). Phil Rinehart and Vera Kolias acted as facilitators for the Town. This cooperative project produced a virtually new home, which was offered by lottery to affordable buyers in July of 2010. At the present time the house is under contract to a qualified buyer.

Under MGL Chapter 40B, reaffirmed by the State's voters in the November 2010 elections, comprehensive permit applicants may propose housing developments that set aside at least 25% of the planned units for affordable housing. In return they are exempt from some of the Town's zoning requirements. SHOPC works with developers of 40Bs to help make the proposals serve the Town's needs and fit in with existing homes.

In 2010 SHOPC held public hearings and worked with developers of two 40B proposals called Woodland Meadows and Stonebrook Village. SHOPC made recommendations to the Zoning Board of Appeals which is charged with approving or denying the 40B proposals after a lengthy series of public meeting. At the present time the Woodland Meadows development is awaiting resolution of legal action initiated by the developer. Stonebrook Village has been approved by the ZBA and is ready to start construction.

In 2010 SHOPC regretfully said goodbye to Town Planner Vera Kolias who had been invaluable as SHOPC's advisor. We also accepted with sincere regret the resignation of Lydia D'Andrea, our excellent Chairman, who moved out of Southborough, and of Bonnie Phaneuf, valued Selectman representative to SHOPC for many years. We look forward to working with our new Selectman representative, John Rooney III, our new member at large, Craig Nicholson, and the new Town Planner Eric Denoncourt.

SHOPC's meetings are always posted along with the agenda for the meeting. We welcome anyone who is interested in attending. The Affordable Housing Strategic Plan is on the Town website www.southboroughma.com

Southborough Library

Library staff and trustees were overwhelmed by and grateful for Town Meeting's support of our level-funded budget last year. The vote of public confidence heightened our sense of responsibility to ensure that this beloved institution – soon to celebrate its 100th birthday - remains a vital part of our community for generations to come. We are pleased to share this summary of our past year.

Library Long-Range Plan Developed

In October 2010, we submitted to the Massachusetts Board of Library Commissioners a plan for FY2011 – FY2016. Our goals are:

- To become the primary resource in serving our community's intellectual, cultural, and social needs
- To increase the community's awareness of and access to library services
- To develop the talents of our staff in order to provide the best, most efficient service to library patrons
- To maximize technology to meet current and future patron and staff needs
- To maintain our historic but aging building, while investigating innovative opportunities to grow our existing space
- To expand our private fundraising efforts to supplement the generous support of the citizens of Southborough
- To reduce the library's carbon footprint
- To serve as a community resource for local and regional history

These goals were arrived at through focus groups held at the Library, a town-wide survey filled out by 283 residents, and discussion with other libraries. The results of the focus groups, survey, and the plan itself, with details on how we intend to achieve these goals, can be found on our Web site, www.southboroughlib.org. This long-range plan both guides our work and makes us eligible to apply for certain state grants.

We encourage you to read the plan, as well as the survey results, and we thank everyone who took the time to offer their input. Here are the responses to three of the questions on the survey:

| 3. If the library were open on Saturday in July and August, would you use it? | | | |
|---|--------------------------|------------------|----------------|
| | | Response Percent | Response Count |
| Yes | <input type="checkbox"/> | 61.5% | 168 |
| No | <input type="checkbox"/> | 38.5% | 105 |
| answered question | | | 273 |
| skipped question | | | 10 |

| 4. If the library were open on Sunday, would you use it? | | | |
|--|--------------------------|------------------|----------------|
| | | Response Percent | Response Count |
| Yes | <input type="checkbox"/> | 48.2% | 132 |
| No | <input type="checkbox"/> | 51.8% | 142 |
| answered question | | | 274 |
| skipped question | | | 9 |

Southborough Library (continued)

| 9. What do you want more of in your library? | | | Response Percent | Response Count |
|--|--------------------------|--|------------------|----------------|
| More books | <input type="checkbox"/> | | 45.5% | 97 |
| More videos | <input type="checkbox"/> | | 30.0% | 63 |
| More audiobooks | <input type="checkbox"/> | | 35.2% | 75 |
| More music | <input type="checkbox"/> | | 29.1% | 62 |
| More room for teens | <input type="checkbox"/> | | 12.7% | 27 |
| More meeting space | <input type="checkbox"/> | | 6.6% | 14 |
| More internet access computers | <input type="checkbox"/> | | 10.3% | 22 |
| Quiet study space | <input type="checkbox"/> | | 13.0% | 28 |
| Open more hours | <input type="checkbox"/> | | 30.0% | 64 |
| More children's programs | <input type="checkbox"/> | | 5.2% | 11 |
| More adult programs | <input type="checkbox"/> | | 17.8% | 38 |
| Computer instruction | <input type="checkbox"/> | | 10.8% | 23 |
| Easier access for physically challenged | <input type="checkbox"/> | | 0.9% | 2 |
| answered question | | | | 213 |
| skipped question | | | | 70 |

Tributes, Farewells, & Welcomes

On May 24, 2010, the Library paid tribute to former library director Judy Williams, who died on May 15 after a long illness. Judy served as the director of the Southborough Library from 1972 to 2003, and people, including her daughter, shared wonderful stories about her unyielding devotion to the Library. During the remembrance, the front reading room was dedicated to Judy, and a plaque was installed to the left of the front doors, as you are looking out. At the same event, we honored Fred Williams and Natalie Fantony, who retired from the Board of Trustees after three and four decades of service, respectively.

In 2010, Library Trustees welcomed two new trustees to the Board: Mr. Richard Wallace and Ms. Margarite Landry. Ms. Laura McCarthy returned to the Board, following the July 1 departure of Louis Kuchnir, MD.

What's new at the Library

Trustees are dedicated to holding more public events at the Library and we had standing-room-only crowds at our March 9, 2010, 'State of the Library Address' and our May 4, 2010 'Candidates' Night' featuring the two contenders for one seat on the Board of Selectmen. It was wonderful to see democracy in action! We celebrated Poetry Month in April with nearly a dozen events for children, teens, and adults, and thanks to a free movie projector and a movie license purchased by Friends, we are now showing films at the Library. A Teen Advisory Group (TAG) has been established and more events for that age group are being organized than ever before.

Thanks to the Southborough Gardeners, we have a new garden just west of the Library. The volunteer group paid for professionals to do the plantings and build a brick sitting area, and purchased a granite bench. In warmer weather, we hope the public will take advantage of this lovely sitting area.

Staff – the people who make it all happen

One thing that came across loud and clear in our survey, is that our patrons feel at home in the Library and appreciate the friendliness of the staff. While no additional staff hours were added in 2010, we were able to create a new 6-hour-a-week technology assistant position by reducing the hours of the assistant in the children's room while that position was vacant. We are thrilled to have Chris McGinn keeping our public and staff computers and printers running smoothly, and we look forward to him teaching computer classes,

Southborough Library (continued)

a service requested in the survey. In addition to Chris, we welcomed aboard Barbara Spiri as the new assistant in the children's room. Barbara, a former teacher, replaced Jennifer Low.

The Library is staffed with two full-time professionals, Director Jane Cain and Kim Ivers, the children's librarian. Our library assistants are: Patricia Ellis, Heidi Lindsey, Naomi Magnoni, who work from 24 to 38 hours a week. The library also has one part-time assistant, Sue Serra; a part-time (12 hrs/week) custodian, three young adult pages, and one "on call" substitute page.

Everyone needs 'Friends'

The staff and Trustees would like to publicly acknowledge the hard work and dedication of the Friends of the Library and especially to Prudence Webster, treasurer, who managed the two book sales last year. We also are very grateful to Mrs. Betty Meyer, who took over as president of the Friends mid-year.

Thanks to a \$4,500 donation from Friends, Library patrons have 14 museum passes at their disposal. Friends also funded children's programs, our Web site, furniture, some books and DVDs, and other miscellaneous items that benefit the Library and its users, and provided delicious food and drink for our larger public events.

Last year, the Friends accepted a substantial donation of classical music CDs and agreed to provide storage for this large collection, which was still being classified and processed when this report was written. We are indebted to our Friends of the Library and encourage all Southborough Library card holders to become a Friend. Dues are just \$10 a year, and meetings are held on the third Wednesday of the month during most months in the school year.

Wish List

- We are always looking for donations of books and DVDS to sell in our 'store' and at our book sales. Please bring your books to us! If you have new hardcover books, we may add them to our collection. If you have a large donation, it's best to call ahead, to ensure someone can receive your donation. The Library's phone number is 508-485-5031.
- Revolving rack for paperbacks – our collection is growing.
- Flat files for maps and other large graphic items
- Information kiosk for brochures and informational flyers
- Volunteers to shovel snow and rake leaves

Key Facts about the Southborough Library:

Address: 25 Main St., the northwest corner of Routes 85 and 30

Hours: Monday, Friday & Saturday, 10 a.m. - 5 p.m., Tuesday, Wednesday, & Thursday, 10 a.m. - 9 p.m.
Closed Saturdays in July and August.

Phone: 508-485-5031

Website: www.southboroughlib.org

Network

The Southborough Library is a member of the Central/Western Massachusetts Automated Resource Sharing (CW/MARS) network of libraries. Library card holders can request books, DVDs, and other materials the Southborough Library does not own or have on hand, through inter-library loan. (Deliveries are made 5 days a week.) Try our website at www.southboroughlib.org, to search the catalog, download ebooks, videos, and audio books, or to access online the full text of more than a dozen newspapers; Grolier's encyclopedia for adults and children, World Book Online, A to Z Maps USA, Opposing Viewpoints, OneFile, a comprehensive periodical resource; and many other electronic resources helpful to students.

Southborough Library (continued)

Library Cards

To borrow books you need a FREE library card (replacements are \$1). To renew books online and to use online resources, go our website: www.southboroughlib.org, and scroll down from the blue bar at the top right side of the home page that says, "I'd like to..." You will need a PIN, which can easily be reset if you forget it. Anyone whose hometown library is state-certified in Massachusetts may get a library card.

Computers, Internet Service, Copy Machines

The Library has 4 public computers upstairs for adults, one downstairs for children, each with Internet access. We also have two catalog-only terminals, 3 printers, Wi-Fi, and a copy machine for black and white and color copies. Black and white printed pages and photocopies are 15 cents a page; color prints are \$1.00 and color copies are 50 cents a page.

Meeting Rooms

Our two meeting rooms are available to local, non-profit groups for educational, informational, or cultural meetings or programs on Monday, Friday, and Saturday, 10 a.m. to 4:45 p.m. and Tuesday, Wednesday and Thursday, 10 a.m. to 8:45 p.m. The Ella Eaton Room has the capacity for 35 people. Projection screen, chairs, tables, and kitchen are available if requested. The smaller Trustees Room can hold 25 people. It has a conference table and chairs for eight, and additional table and chairs may be requested. To reserve, call 508-485-5031.

Shut-In Delivery

Book delivery is available for residents needing this service. Call the library for more information at 508-485-5031.

Regular Programs & Book Groups

- 10:30 a.m. story hour for 2-5 year olds Monday, Tuesday & Wednesday
- 11:00 a.m. Toddler Time for children age 2 and under every Thursday
- 10:00 a.m. adult book discussion on the first Wednesday, September – June
- 11:00 a.m. book discussion at the Senior Center on the 2nd Wednesday
- Monthly book groups for 2nd & 3rd graders, 4th-6th graders and young adults
- Monthly Genealogy Club meetings on Thursday evenings, starting at 7:00 p.m.

Museum Passes

Thanks to the Friends of the Library, we have passes that offer free or reduced price admission to the following attractions:

- Boston Children's Museum
- Davis' Farmland, Sterling
- Discovery Museums, Acton
- EcoTarium, Worcester
- Fruitlands Museum, Harvard
- Higgins Armory Museum, Worcester
- Historic New England, SPNEA
- Institute of Contemporary Art, Boston
- Isabella Stewart Gardner Museum, Boston
- Museum of Fine Arts, Boston
- Museum of Science, Boston
- New England Aquarium
- Roger Williams Park Zoo, Providence
- Worcester Art Museum

Passes to Tower Hill Botanic Garden in Boylston and Garden in the Woods in Framingham are provided by Southborough Gardeners and the Southborough Open Land Foundation, respectively. Reserve passes online at www.southboroughlib.org, at the library or by calling 508-485-5031.

Southborough Library (continued)

| LIBRARY STATISTICS | | | | |
|--|-------------|-------------|-------------|-------------|
| | FY07 | FY08 | FY09 | FY10 |
| Total Material Holdings | 63,892 | 64,528 | 66,140 | 70,370 |
| Inter-library loans processed through Southborough (sending and receiving) | 21,078 | 23,591 | 27,790 | 28,154 |
| Total attendance at adult/young adult programs | 270 | 468 | 778 | 771 |
| Total attendance at children's programs | 4,273 | 4,627 | 4,795 | 5,391 |
| Visits to the Library (estimates based on week-long counts three times/year) | 59,176 | 77,324 | 78,013 | 81,643 |
| Fines & fees collected and turned back to the town | \$6,165 | \$6,312.75 | \$7,186.44 | \$5,889.40 |
| - | | 2008 | 2009 | 2010 |
| # of times meeting rooms were used | | 419 | 531 | 360 |

Southborough Youth and Family Services

Southborough Youth and Family Services is a human service resource for the community, which focuses on the prevention and treatment of youth and family problems. We offer preventive programs, counseling, information, and education.

COUNSELING: The counseling component of Youth and Family Services is available to any resident of Southborough, free of charge, though we do prioritize clients with financial need or other special circumstances. We are staffed by mental health professionals offering individual, couples, family and group counseling, and have also been fortunate to have the assistance of mental health interns over the last few years. In 2010, 152 people received counseling services from us.

PREVENTION PROGRAMS: The goal of the prevention programs is to help participants increase their sense of self-esteem, develop social, communication and decision-making skills, increase their sense of responsibility for their own lives as well as to their community, learn relevant information and skills, and learn constructive use of leisure time. This in turn enables people to be more effective in their lives, and helps to prevent serious emotional, behavioral, and other life problems from developing. This year's programs included:

1. **In-School Groups:** This year, thirteen age-appropriate social skills groups were held in the schools, led or co-led by our staff members or interns. One hundred twenty-one students participated.
2. **Community Action Programs:** We continue to offer these programs in conjunction with Algonquin Regional High School. Algonquin students earn credits for being trained and then working with youths who have special needs, or with younger children in a variety of after school and evening programs. Southborough Youth and Family Services again took primary responsibility for Project Friend, which matches high school students with younger students in a "Big Brother/Big Sister" type program; and for programs placing Algonquin Students to help at the Southborough Extended Day Program. Approximately 150 Algonquin students participate in all the Community Action Programs each school year. This year, 13 "little friends", as well as numerous Extended Day students, were involved with these programs.
3. **Summer Activities Program:** This program serves children in grades 5 through 8, and offers participants the chance to participate in fun and wholesome activities, at the same time as learning important lessons about decision-making, responsibility, and interpersonal relationships. Thirty students participated this summer.
4. **Teen Chaperones Program:** We continued the Teen Chaperones Program (formerly called the Student Mentors Program) at Algonquin High School again this year. Participants were students interested in providing community service, specifically by staffing the Teen Centers that we run. The Chaperones were trained to work with younger teens at the Teen Center, learning about communication skills and limit setting, and then going on to help plan for, organize, and staff the Teen Centers. Approximately 173 students participated this year.
5. **Teen Centers:** Youth and Family Services continued to run the Teen Center this year, Friday night activities for middle school students in Southborough, held several times in the course of the school year. The Teen Centers continue to be very popular, with between 116 and 218 students attending each one. The total number of attendees at all five Teen Centers this year was 944.

EDUCATION: This year, as the coordinating agency for Southborough Project Respect, we provided information and education to parents around the issue of bullying. We brought in a speaker from the District Attorney's office and approximately 60 people—parents and educators—attended.

TRAUMA RESPONSE NETWORK: This year, we continued to spearhead the training and development of a trauma response network to respond to traumatic incidents in our schools or community. About 35 school and community-based personnel have been actively involved, and are prepared to respond if needed, to help students or members of the community who are adversely affected by tragic or traumatic incidents which may occur. This year, the network provided traumatic incident support to 2 people.

Southborough Youth and Family Services (continued)

HALLOWEEN PARTY: In 2010, we again hosted our annual Halloween Party, attended by approximately 310 children and adults. Thirty-five middle school and high school students volunteered and helped to set up and run the party. Thank you to these kids and to all the other volunteers who helped!

CAMPERSHIPS: This year, Youth and Family Services again coordinated and distributed camperships to children who would not otherwise have been able to attend summer camp. Through Friends of the Southborough Youth Commission, we were able to provide camperships to several camps, from donations of funds from individuals, as well as donations of camperships from the Fay School Summer Camp, Metrowest YMCA, Teamworks, the YMCA of Greater Boston, Kidsborough, and Southborough Extended Day Program. Thank you to these camps and to all the private citizens who donated. This year, 30 camperships were distributed to Southborough children.

HOLIDAY GIVING PROGRAM: For the sixteenth year, Youth and Family Services, in cooperation with the schools, acted as a clearinghouse for holiday donations, identifying and distributing to Southborough families in need. This year, unfortunately, the need was greater than ever. However, many groups, companies and individuals continued to come forward with generous donations. Thank you so much to all of you! Twenty-seven members of seven families received Thanksgiving assistance, and 133 members of thirty-eight families had a brighter Christmas or Chanukah because of your generosity.

SMILING KIDS PROGRAM: This year, our office again cooperated with another community service program, "Smiling Kids," which was run by a local foundation and was funded entirely through their hard work and generosity. This program helps parents in difficult financial situations to provide birthday gifts to their children. This year, 57 Southborough children benefited.

EMERGENCY ASSISTANCE: We have for many years, with financial support from Friends of the Southborough Youth Commission, provided occasional emergency financial assistance to local families. This year has seen a continued high number of requests for such help. We have met with many families to help them assess their situation and look at possible sources of help, have helped them access such help from local, state or federal sources, have done the screening for fuel-assistance eligibility, and have provided short-term, emergency financial assistance (in addition to holiday or campership help) to 38 people.

SOUTHBOROUGH UNSCHEDULED: Once again this year, we sponsored "Southborough Unscheduled," which encourages families to set aside one night to do things together as a family. There are no meetings, rehearsals or athletic practices after 6 PM, and no homework. We know that there is widespread participation among families with children; however, because it is a "non-event" (i.e. participation is private, not public) there is no way to cite numbers.

CONSULTATION, INFORMATION AND REFERRAL: Our staff continued to work closely with schools, police, courts, clergy and other community agencies this year. We continue also to be available to provide information and referrals to other health, mental health, and service providers.

The staff wants to thank the Board for its hard work and support; the Friends of the Southborough Youth Commission; and all the people who have generously supported our programs with your time, energy, financial assistance or moral support!

The Youth Commission Board meets at Fayville Hall, 42 Central Street, usually on the first Tuesday of each month, at 7:15 PM. All meetings are posted at the Southborough Town House. For information on our programs, or to volunteer to be involved, please call us at 508-481-5676.

Veterans' Services

Determining eligibility for benefits for veterans and their spouses and dependents begins with the applicant having received a discharge from military service under honorable conditions. Dishonorable and bad conduct discharges will usually bar a person from receiving any of the full range of benefits available from the Town of Southborough, the Commonwealth of Massachusetts or the federal Veterans Administration. Any Southborough veteran may determine eligibility status by contacting the Veterans' Services Officer at Cordaville Hall. In order to make an eligibility determination, discharge papers must be presented and application forms must be completed and submitted (with the assistance of the Veterans' Services Officer) to the Town of Southborough, the Commonwealth or the Veterans' Administration.

During calendar year 2010, the Veterans Services Office experienced increased activity while reviewing cases of several recently discharged veterans in addition to inquiries from and applications processed for older veterans. Both the Veterans Administration and the Commonwealth of Massachusetts Department of Veterans' Affairs have been improving the time required to process applications for benefits and services. Applications for state benefits may now be processed and approved in a less than one month and applications for federal benefits may now be processed and approved in two to three months for most cases.

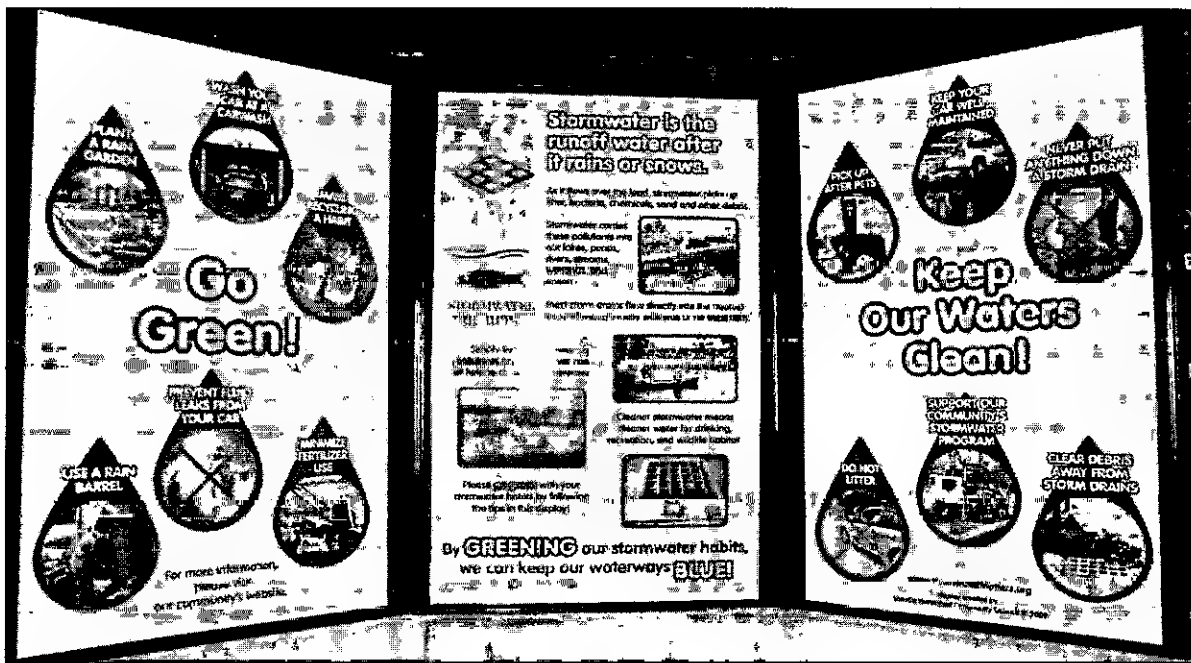
Examples of benefits available to veterans include:

- Hospital, medical, dental and prescription drug assistance
- Nursing home care
- Educational benefits (including the GI Bill)
- Outreach and counseling
- Assistance for veterans returning from overseas duty or any form of active duty
- Researching records for information on veterans who are family members
- Employment and training
- Information on veterans' medical clinics, hospitals and soldiers' homes
- Benefits for family members and dependents
- Assistance determining if a veteran is eligible for disability benefits
- Location of medical clinics and other medical facilities
- Assistance in completing forms for burial markers for deceased veterans

Many available benefits are dependent on annual income or other financial status. All queries may be directed to the Veterans' Services Officer.

The Veterans' Services Officer is located in the basement of Cordaville Hall and can be reached at 508-229-2172. Office hours are Tuesday afternoon from 4 PM to 6 PM. In emergency call 508-485-4059. Appointments for a meeting can be made at any time.

PLANNING



Planning ahead for our environment and clean water

Southborough is a member of
The SuAsCo Watershed Community Council
(The Sudbury, Assabet, and Concord Rivers)
See www.suasco.org.

Community Preservation Committee

The economy has begun to rebound and the CPC finances remain consistent. The April 2010 Annual Town Meeting voted to accept our recommendations to appropriate from Community Preservation Act(CPA) funds: \$70,000 for the Southborough Affordable Housing Trust; \$186,277.50 as payment towards the bond for the Chestnut Hill Farm Conservation Restriction; \$50,000 for preconstruction costs for the creation of the Stony Brook Museum; \$42,360 towards completion of the Southborough Triangle Park; and \$13,500 for a schematic architectural design to rehabilitate the Southborough Police Station.

This year saw the substantial completion of the Southborough Triangle Park. Part of the Oral History project is now ready for publication. The affordable house on Parkerville Road is ready for a lottery. The rehabilitation of South Union School is also substantially complete.

This fall seven projects for CPA funds were presented to the CPC for their consideration. One was withdrawn early and another not recommended. At their November 18, 2010, meeting, the CPC voted to recommend to the 2011 Annual Town Meeting that they grant: \$21,000 towards the establishment of a National Register Historic District for the Southborough Village Center; \$4,000 for a Beach Volleyball Court on Margaret Neary School grounds; \$36,172.12 to the Southborough Affordable Housing Trust; \$133,000 for a Playground and Splash Pad at South Union School; and \$189,374.28 towards payment of the bond for the Chestnut Hill Farm Conservation Restriction.

The CPC regrets the resignations of Dana Cunningham of the Planning Board, one of our original members, and Tara Bayko from SHOPC. We welcome Paul Cimino as the representative from the Planning Board, Susan Chorey as the representative from SHOPC, and the return of Joseph Hubley as the representative from the Historical Commission.

Metropolitan Area Planning Council

The Metropolitan Area Planning Council (MAPC) is a regional planning agency serving the people who live and work in the 101 cities and towns of Greater Boston. With a mission to promote smart growth and regional collaboration, MAPC's work is guided by our regional plan, "MetroFuture: Making a Greater Boston Region."

This year, we have increasingly focused our work on helping municipalities to collaborate across city and town borders, to achieve savings through new efficiencies, to capitalize on the existing and multifaceted resources of Greater Boston, and to explore innovation in unexpected ways. As fiscal challenges have intensified at the local level, MAPC has amplified its commitment to partnering with cities and towns in offering progressive solutions. We're expanding our reach into new areas – from the federal policy arena, to green energy development, and interactive gaming as a tool for community engagement – while keeping an eye toward preservation, sustainability, and responsible stewardship of our shared resources. In every effort we undertake, MAPC works toward a more equitable, livable Greater Boston region.

This year, we are heartened to have the Obama Administration's support for the smart growth ideals put forth in our regional plan, MetroFuture. We are honored to be among a select group of grant recipients from the Sustainable Communities Partnership, a new federal collaboration among HUD, the EPA, and the U.S. Department of Transportation. With this grant, MAPC can go further in promoting sustainable development in Greater Boston.

The coming year will bring the first activities under the grant, which could total more than \$4.5 million over three years when matching commitments from regional foundations are included. The Metro Boston Sustainable Communities Consortium – which includes municipalities, non-profits, and institutional allies – will oversee our work under the grant. The heart of the work plan features several illustrative projects poised to benefit from Sustainable Communities funding.

They include:

- Enhancing the **Fairmount transit corridor** through Dorchester, Mattapan and Hyde Park in Boston;
- Engaging the Asian communities in **Chinatown, Quincy, and Malden** in planning efforts;
- Creating an anti-displacement strategy for residential areas along the planned **Green Line extension** in Somerville;
- Identifying priority preservation and development areas along the **Route 495/MetroWest corridor**; and
- Studying office park retrofit potential for the **Framingham Tech Park**, and exploring opportunities for linkage to the downtown commuter rail station.

All of these initiatives – and others that will be added as the program develops – will help the region to plan and grow responsibly, with a focus on future stewardship of our shared resources. In addition to this local work, MAPC will develop tools and models, build skills and capacity throughout the region, design and advocate for smart growth policies in state and local government, and track the region's progress through a **Regional Indicators Program**.

At the core of our mission is serving as a resource to our member municipalities. One of the most important ways MAPC serves cities and towns is to foster forward-thinking economic development opportunities. In 2011, we are focusing much of our economic development work in **clean energy and local business development**.

MAPC links federal resources to emerging green technology start-ups like the Fraunhofer Center for Sustainable Energy Systems. Fraunhofer is a non-profit applied research and development laboratory

Metropolitan Area Planning Council (continued)

located in the heart of Boston's Innovation District on the South Boston waterfront, dedicated to the commercialization of clean energy technologies. We also provide support and advocacy for emerging business incubators such as the Cleantech InnoVenture Center in Lynn. This business incubator is designed to reduce the start-up expenses of small clean technology companies, while accelerating the time it takes to transform a research idea into a marketable product.

In Gloucester, MAPC is helping to build a cluster of **marine research institutes** on and around the harbor – adding strength to a historic fishing-based economy. We are also working with the Dorchester Bay Economic Development Corporation to place job training facilities within walking distance of neighborhoods in need, and to provide skill-based training in partnership with larger businesses that are seeking trained employees.

MAPC also plans to unveil a web-based business development tool that will allow cities in Greater Boston's urban core to market hard-to-sell commercial and industrial real estate to appropriate buyers. The website, **Choose Metro Boston**, can be found at www.choosemetroboston.com.

Our energy planning will continue to grow as we start developing energy strategies for Chelsea and Revere, and as we explore similar opportunities across the region. All our green energy work is guided by our **Green Energy Campaign**, which is an effort to achieve the energy goals of MetroFuture by building local capacity, increasing energy efficiency, and developing alternate energy resources. In the coming year, proposed energy-related projects include developing a regional ESCO, or Energy Services Company, which would provide comprehensive energy efficiency services for multiple municipalities and school districts; developing a site suitability assessment for wind or solar energy on closed landfill and brownfield sites; and creating a regional energy manager service, which would provide MAPC staff support for a wide range of local energy work.

In many municipalities, MAPC can best help to achieve smart growth goals through targeted **zoning bylaw work**. This year, MAPC worked with the town of Littleton Planning Board, Board of Selectmen and a faithful cadre of concerned citizens over several months to draft, review and finalize two zoning bylaws: a new Village Common zone, and an Overlay zone.

The Village Common zone created a new business district along Routes 119 and 110, where mixed use development will be allowed so long as new design guidelines are met. In the Overlay zone, created along Route 119, a vacant 90-acre site once owned by Cisco Systems may now be more easily redeveloped. MAPC presented the zoning changes at Town Meeting, helping to usher the bylaws toward adoption. Both zoning changes will help the town control and attract development consistent with both MetroFuture and the community's vision.

The **District Local Technical Assistance (DLTA)** program is another essential vehicle for helping communities to achieve such goals. DLTA is a state funding program that helps cities and towns to collaborate regionally on housing, economic development, and environmental protection projects. The funding can also be used to help municipalities to coordinate and more efficiently deliver local services. 2010 was by any measure a prolific year for DLTA-funded projects in municipalities throughout the region.

There were a total of 19 projects approved for funding this year – 10 in land use planning, and nine in municipal services. More than two dozen communities received help from MAPC on land use planning projects thanks to DLTA funding, the majority involving research or drafting local zoning bylaws.

There are 39 cities and towns currently participating in municipal services projects, such as examining how to save funds or provide expanded services by sharing engineering staff, public health offices, and even ambulances. Since many of these projects affect multiple municipalities, the total number of cities and towns served is 57 – a record high for the program.

Metropolitan Area Planning Council (continued)

With DLTA funding, MAPC and the MetroWest Regional Collaborative are conducting a **MetroWest Regional Open Space Connectivity** study. This study will coordinate all the individual open space plans among MetroWest cities and towns, allowing open spaces to become linked into an interconnected network that will cross municipal boundaries and serve a variety of regional needs. The study will also identify and prioritize lands that are ripe for protection or acquisition for open space.

Using DLTA funds, MAPC assisted Bellingham in writing a Housing Production Plan in 2010, the first of what we hope will be many such plans crafted by MAPC. **Housing Production Plans** help cities and towns guide local affordable housing developments. Another tool, the Smart Growth Zoning and Housing Act (Chapter 40R), offers financial incentives to encourage cities and towns to zone for compact residential and mixed-use development in smart growth locations. These districts are catching on slowly across Eastern Massachusetts, and MAPC is currently working to prepare a 40R District for Sharon.

On the North Shore, MAPC is working with Beverly, Danvers, Hamilton, Ipswich, Salem and Wenham to solicit local input on **Priority Development Areas and Priority Preservation Areas**, as part of a \$68,000 grant from the Massachusetts Executive Office of Housing and Economic Development.

Transportation planning is central to all facets of MAPC's work. The economic vitality of the region is dependent on a strong transportation network, and continued investment in all modes of transportation – roads, bridges, sidewalks, bicycle infrastructure, and public transit – is crucial to Greater Boston's ongoing competitiveness.

MAPC works toward sustainable transportation projects throughout the year, including the **regional bike share system** that is projected to launch in Boston in spring 2011. MAPC is collaborating with Boston, Cambridge, Somerville, and Brookline to link into Boston's system once it is established. The program will provide hundreds of stations, outfitted with several thousand bicycles, throughout the participating municipalities. Designed for short trips, the bike share system will provide a sustainable mode of transportation while extending access to public transit locations across the region. MAPC worked with Boston and the MBTA to secure a \$3 million Federal Transit Administration grant to implement the program in 2011.

In 2010, MAPC unveiled a comprehensive **Pedestrian Transportation Plan** with action steps that cities and towns can take to make their streets more walkable. Both a resource and a guide, the Pedestrian Transportation Plan identifies actions that local governments, advocacy groups, the private sector and individuals can take to increase pedestrian safety and convenience and to encourage more walking. The plan is available on our website, at www.mapc.org/resources/ped-plan.

MAPC is working collaboratively with three towns on the Upper Charles River to help them adapt to a series of new federal storm water regulations. Bellingham, Franklin and Milford were selected this year by the Environmental Protection Agency (EPA) to pilot **stricter storm water regulations**. These regulations are required to reduce unhealthy rates of pollution in the Charles River.

The new regulations will attempt to reduce storm water flow and contaminated runoff into the watershed from private and public properties, which could cost the towns and property owners several million dollars to retrofit existing infrastructure. The regulations may eventually be extended to the rest of the Charles River and other watersheds in the region.

To assist with these challenges, MAPC is working with three towns to explore creation of a storm water utility, a public entity that maintains storm water infrastructure and performs needed upgrades and capital improvements. As with water or sewer utilities, costs are covered by user fees, which are assessed on each property owner that contributes storm water runoff.

Metropolitan Area Planning Council (continued)

Another area in which MAPC aids cities and towns in planning for the future is public safety. As municipal budgets grow tighter, cities and towns are increasingly seeking ways to maintain public safety services in the face of cuts, to build emergency preparedness, and to enhance their expertise by working with neighbors and allies. In keeping with our mission to promote regional collaboration, MAPC has helped to establish **three regional emergency equipment cache sites**, containing reserves of emergency equipment for large-scale use. The three sites – in Beverly, Framingham, and Lexington – help the region to be prepared for a major incident, by providing resources that municipalities most likely could not afford on their own.

The cache sites offer first responders and public safety officials such equipment as shelters-in-a-box, cyanide detectors, cots, illuminated signs, and other tools for disaster preparedness. MAPC works in tandem with NERAC, the Northeast Homeland Security Regional Advisory Council, to offer these vital resources through a federal homeland security grant program.

Throughout this year, despite of several budget cuts, the Metro Mayors Community Safety Initiative worked to maintain a strong police presence in troubled areas of the region through the **Metro Gang Task Force** and through additional patrols funded by the anti-crime **Shannon Grant**. High-risk and gang-involved youth experience intervention and prevention through Shannon Grant-funded programs, including more than 600 out-of-school activities and employment opportunities.

MAPC also helps municipalities to save money through our collective purchasing efforts, which allow cities and towns to make discounted bulk purchases of supplies, equipment, vehicles and more. Since its inception in 1998, the program has assisted dozens of municipal clients in saving millions of dollars. This year, we announced an exciting new partnership with the **Fire Chiefs Association of Massachusetts**, allowing MAPC to act as a collective purchasing agent for fire apparatus. This program has lots of potential to help communities save local dollars on major purchases, while improving the caliber of emergency vehicles and response capabilities.

Another way MAPC is working with NERAC to support emergency planning is through a new **evacuation route planning tool**, which kicked off in 2010. The goal of the program is to create an intuitive mapping application that will provide local emergency responders with critical information during emergencies and evacuations. The project will feature online maps and a mapping application that will let users coordinate evacuations by referencing electronic route maps and resources from inside emergency response vehicles or emergency command centers.

MAPC staff is also working on a first-in-the-nation dataset analyzing **driving patterns, fuel consumption, and greenhouse gas emissions**. Working in collaboration with MassGIS and the MIT Department of Urban Studies and Planning, we will collect and analyze data on vehicle miles travelled and fuel consumption based on odometer readings from vehicle inspection records. The data will help local, state, and regional entities develop effective strategies to reduce transportation-related greenhouse gas emissions and their associated climate impacts. The data also answer MetroFuture's call to focus new development in transportation-efficient locations.

MAPC and WalkBoston are also conducting research on which school districts in the MAPC region have the best potential for encouraging more students to walk to school. This **"Safe Routes to School" Analysis** aims to shift school trips from cars to feet, which can reduce greenhouse gas production, air pollution, and traffic congestion around schools. Several studies estimate that up to 30 percent of morning commuter traffic is actually generated by parents driving children to school. Shifting even a small percentage back to walking could result in measurable reductions in emissions, as well as health benefits for children and community benefits for their neighborhoods. Once the most promising walkable school districts are identified, MAPC and WalkBoston will work with participating municipalities to devise a plan for increasing the number of students who walk to school in those areas.

Metropolitan Area Planning Council (continued)

MAPC, an official **Census Affiliate**, helped promote Census participation throughout 2010, and will continue to monitor the results of the Census as data are released in 2011. As the data come out, MAPC will assist municipalities and non-profit partners with training and technical assistance. Data release schedules, new data and municipal profiles about your city or town, as well as training opportunities, can be found on the MetroBoston DataCommon, MAPC's online mapping tool, at www.metrobostondatacommon.org.

As we work collaboratively and in innovative new ways throughout the year, we are mindful that all we do is guided by our bold regional plan, "MetroFuture."

The development of the MetroFuture plan involved thousands of "plan builders" around the region, a group MAPC is now working to turn into "plan implementers," who will work to advance MetroFuture at the local, regional, and state levels. To engage old and new allies alike, MAPC launched the **Friends of MetroFuture** program with a well-attended open house in January 2010. This program will educate the public about key issues relating to MetroFuture implementation, and will build public energy for the change necessary to achieve MetroFuture's goals. In the past year, the program has sponsored a photo contest, eight speakers on a wide range of topics, and three walking tours in the summer months, with similar activities planned for 2011. Check www.metrofuture.org for the full agenda.

As always, building a constituency for change involves many partnerships with other like-minded organizations. MAPC was a founding member in the **Massachusetts Smart Growth Alliance (MSGA)**, and remains active in its work. This year, MAPC and the MSGA kicked off the **Great Neighborhoods Initiative**, a campaign to link smart growth policy with place-based results. Throughout 2011, MAPC and MSGA will work with several local organizations around the region as they make their neighborhoods into smart growth models.

Finally, building regional support for smart growth principles requires research, expertise, a demonstrated record of local success, and – importantly – a commitment to legislative advocacy. We are proud to be pointing to a demonstrated track record of success both on Beacon Hill and in Washington.

MAPC furthered its agenda of fostering regional collaboration by-participating in the legislatively mandated **Regionalization Advisory Commission**. Chaired by Lieutenant Governor Timothy Murray, the commission studied impediments and benefits of regionalization over a broad spectrum of topics, ranging from public safety to energy and backroom office support. MAPC will use the findings of the commission's report to file a comprehensive piece of legislation in the 2011-2012 session, which will incentivize and remove barriers to sharing services across municipal boundaries. Additionally, MAPC and the MSGA were successful for the first time in advancing a piece of **land use reform legislation** favorably out of committee. Passage of comprehensive land use reform will continue to be a major priority for MAPC in the upcoming year.

Check www.mapc.org for news and updates about MAPC's work throughout the year.

MetroWest Regional Collaborative

The MetroWest Regional Collaborative (MWRC) which began the year as the MetroWest Growth Management Committee (MWGMC), held a full schedule of Committee meetings in 2010, at which local officials from nine MetroWest communities discussed transportation planning and priorities for state funding, grant programs for municipalities, zoning reform, and other regional planning issues.

The Transportation Task Force and Planners Roundtable often met jointly and heard presentations on a number of issues including the 126 CTPS Study, the MPO's TIP process and Long Range Transportation Plan, and The Boston Region's Pedestrian Transportation Plan.

MWRC hosted a Spring Legislative Breakfast at the Crowne Plaza in Natick. Guest speakers included Sen. James Eldridge and Rep. Paul Donato as well as a strong showing from the MetroWest delegation. It was well attended by local officials across MetroWest. Topics included the Municipal Relief Bill, Zoning Reform, the Economic Development Bill and the Casino Legislation.

Several other special meetings were held including a forum regarding the potential land use impacts of a proposed casino in the MetroWest region and a forum on the Route 9 repaving project. Two regional public forums were held in December to review ideas for regional open space connectivity and obtain public input. Participation for the two meetings was excellent with a total of more than seventy attendees representing MetroWest towns and interested nonprofit organizations.

Technical Assistance work continued on projects and studies that included Ashland and Hopkinton sharing Fire Services; Natick and Sherborn collaborating on engineering services, solid waste and recycling; a new cell tower zoning bylaw for Ashland; a second phase of the Route 9 Corridor Buildout Analysis; and a MetroWest Regional Open Space Connectivity Plan. This plan illustrates how the open space and trails in each town can become linked into an interconnected regional network, crossing municipal boundaries and connecting to other trails and open space in the surrounding communities. The plan also identifies unprotected land of potential conservation interest that would enhance the connectivity and conservation value of the existing open space. The Nyanza study and public outreach campaign for a Superfund site on the Sudbury River was completed and included a multilingual web site warning of the dangers of eating the fish. The study was funded by the MetroWest Community Health Care Foundation which also funded a three-year study to implement shared Board of Health services between Ashland, Hopkinton, Medway and Holliston. MAPC and MWRC completed the Wellesley Pre Disaster Mitigation Plan and presented it at a meeting of the Wellesley Board of Selectmen.

MWRC was awarded a Shannon Grant on behalf of Ashland and Framingham for prevention of youth violence by early intervention.

Bruce Leish was appointed Director in mid January, replacing Interim Director Jennifer Raitt. Paul Boushell was hired in October for the position of Municipal Services Coordinator replacing Andrew Flanagan. A new permanent office was established in the Ashland Town Hall.

At the Annual Meeting/Dinner in June, the MetroWest Growth Management Committee celebrated its 25th year serving MetroWest. Secretary of Housing and Economic Development Gregory Bialecki was the keynote speaker and announced the 495 Development Compact, an important initiative for the 37 municipalities along the Route 495 corridor and Route 9 in MetroWest. Director, Bruce Leish, delivered a retrospective of the past 25 years of the MetroWest Growth Management Committee and offered a vision for the future, including a new name and logo, more reflective of the organization's mission of regional collaboration in both planning and municipal services and more proactive approach to fostering sustainable communities.

Planning Board

The Planning Board reviewed and analyzed many different projects in 2010 and continued work on the Comprehensive Zoning Bylaw Update Project, a major implementation step in Southborough's comprehensive 2008 Master Plan.

After a long and distinguished tenure on the Planning Board, on March 1, 2010, Richard (Chuck) Connors announced he would not run for re-election to the Planning Board. Mr. Connors had been a member of the Board since 1995 and was a stabilizing force during a period of unprecedented growth in the Town. The Board thanks him for fifteen years of dedicated service. The Board also extends thanks to Vera Kolias for seven plus years of service as Town Planner. Paul Cimino, newly elected Board member and Eric Denoncourt, Town Planner were welcomed by the Board.

The Planning Board met eighteen times in 2010 and dealt with a wide variety of issues. The Board reviewed and endorsed nine "Approval Not Required" plans creating nine additional residential building lots. Stone wall hearings for properties on Nichols Street and Parkerville Road were held by the Planning Board to insure compliance with the Town's scenic road requirements.

Several projects were heard at the Planning Board in 2010, including subdivisions, special permits, and site plans.

Subdivisions

- Parmenter Meadows Subdivision, Metcalf Lane – With the assistance of John Woodsmall, Town Engineer and Fuss & O'Neill, the Board's engineering consultant; the Board oversaw the construction of the subdivision road to base pavement.
- Reservoir View Estates Subdivision, William Colleary Lane With the assistance of John Woodsmall, Town Engineer and Fuss & O'Neill, the Board's engineering consultant; the Board oversaw the construction of the subdivision road to base pavement.
- Preliminary Subdivision off East Main Street – At its meeting on November 15th, the Planning Board reviewed an application for a Preliminary Subdivision of five house lots off East Main Street. After reviewing the application the Board voted to accept a request by the applicant to withdraw the application without prejudice so new plans could be submitted for the subdivision.

Site Plan Review and Special Permits

- Harvey Industries, 1 Willow Street – At its first meeting of the year on January 25th, the Board continued its review of an application for Site Plan Review and began its review of an application for a Lower Impact Development (LID) Special Permit. At its March 1st meeting, the Board completed its review and granted approvals to allow a 52,750 SF renovation, a 2,250 SF addition, and a 1.1 Acre outdoor display & storage area.
- Mountain View Park, 154 & 156 Northborough Road – Beginning with its meeting on March 1st, the Board held eight public hearing sessions to review applications for Site Plan Review and an LID Special Permit to allow the construction of two 11,700 SF buildings for use as contractors' offices and storage spaces. At the November 15th meeting, the Planning Board continued the hearings to January 24, 2011 after the applicant's attorney requested additional time to produce revised plans.
- Harvard Primate Center At meetings on June 21st, July 12th, and August 3rd, the Board held public hearing sessions to review applications for Site Plan Review and LID Special Permit for a proposed addition at the Harvard Primate Center. The Board voted to approve the applications and allow construction of a 17,350 SF two-story addition.
- Southborough Medical, 28 & 32 Newton Street At its meetings on November 15th and 29th, the Board reviewed as-built plans that showed modifications made during the construction of building additions and expanded parking at the existing Southborough Medical. The Board accepted a five hundred thousand dollar bond to guarantee possible corrective work to comply with previous approvals and continued the discussions to January 24, 2011.

Planning Board (continued)

- 40 Mount Vickery Road – At its meeting on December 20th, the Board began reviewing an application for Minor Site Plan Review that had been referred to the Board by the Site Plan Review Committee. The review meeting was continued to January 10, 2011.

Other Projects and Discussions

- Woodland Meadows – Beginning with its first meeting on January 25th, the Board held three meetings to review the comprehensive permit application and provide feedback to the Zoning Board of Appeals.
- Waveney Road and Pine Hill Road, Framingham – At its January 25th meeting, the Board discussed proposed intersection improvements with Attorney Peter Berbieri, counsel for Genzyme.
- Open Space and Recreation Plan – At its meeting on March 1st, the Board voted to endorse the final Open Space and Recreation Plan.
- Wells Lane – After discussions at its March 22nd and April 5th meetings, the Board voted to recommend acceptance of Wells Lane as a public way.
- Main Street Reconstruction – The Board discussed preliminary plans for Main Street reconstruction with Karen Galligan, DPW Superintendant on April 26th.
- Fay School Sign – At its meeting on June 7th, the Board reviewed options for new Fay School signs and then voted to approve an option to co-locate a new school sign with the Middle Road street sign.
- Southborough Medical Center, 24-32 Newton Street – At meetings on August 16th and September 13th, the Board reviewed proposed signs for the property. After the meetings, the Board voted to send positive endorsement to the Zoning Board of Appeals.

Comprehensive Zoning Bylaw & Subdivision Rules and Regulations Update Project

In concert with the completion of the Master Plan, the Planning Board sponsored an article at the 2008 Annual Town Meeting requesting funds for a consultant team to work with the town to update the town's Zoning Bylaw and Subdivision Rules and Regulations in order to ensure that the town's bylaws support the goals and objectives of the Master Plan. In addition, the Town's subdivision rules and regulations have not been analyzed since 1987 and the zoning bylaw has undergone several major changes without a comprehensive review to ensure internal consistency and compatibility with state laws. This is a critical aspect of the future planning for the town.

The Zoning Advisory Committee (ZAC) met twenty-two times in 2010 and completed reviewing the first reading of the proposed Draft Zoning Bylaw in April. In May, the Committee began reviewing the second reading and by December had finished the first nine of ten articles. The ZAC did not achieve its goal of bringing proposed bylaws to a Special Town Meeting in the fall of 2010 but the extended schedule has allowed for a more thorough review with more public participation. Completion of the second reading early in 2011 and a streamlined third reading will allow for the ZAC to bring a proposed bylaw to the Planning Board in time for a 2011 fall Special Town Meeting.

A website has been created so that all aspects of the project are available for public review. We encourage all interested parties to participate in this very important effort:

http://www.southboughtown.com/Planning/Planning/Master%20Plan%202007/master_plan_index.htm

Zoning Board of Appeals

The Zoning Board of Appeals (the "Board") is a five member board (plus two alternate members) established through State law (MGL Chapter 40A) to hear three types of petitions related to the Town's zoning regulations. These are Appeals of Decisions of the Building Inspector/Zoning Officer, Variances from the zoning regulations' requirements and Special Permits when required by the zoning regulations. In addition, the Board hears Comprehensive Permit petitions for affordable housing projects under MGL Chapter 40B. The Board's activities are administered by staff located on the second floor of the Town House. The Board meets monthly and the scheduled hearing dates and deadlines for applications are available at the Board's administrative office. Official hearing times and dates for specific cases can be found posted at Town House and unofficial hearing notices are provided as possible at the "Meeting Calendar" link on the Town's website at www.southboroughma.com.

The Board members are appointed by the Board of Selectmen, with the five regular members appointed for five year staggered terms and with each of the two alternate members appointed for one-year terms. The names of the current members can be found at the front of this report under "Appointments by the Board of Selectmen" as well as on the Town's website.

On May 26, 2010, Sam R. Stivers was elected as Chairman of the Board for a term to expire on August 31, 2011.

The following cases were heard by the Board during 2010:

- (1) 1/27/10 **40 Mt. Vickery Road – Michael Gulbankian, Sr.** – Petitioner is seeking a Use-Variance to lease space to North Reading Transportation to park school buses. Applicant requested withdrawal of the Use-Variance application. Approved on 5-26-10.
- (2) 1/27/10 **9 and 11 Oak Hill – Woodland Meadows, LLC** – Petitioner is seeking a Comprehensive Permit under Massachusetts General Law Chapter 40B to construct a sixteen unit mixed market and affordable housing development. Pending; continued through a series of hearings during 2010 and concluding on October 21, 2010. Approved with conditions and filed with the Town Clerk on 10/28/10.
- (3) 2/24/10 **356 Turnpike Road – Clear Wireless, LLC** – Petitioner is seeking a Special Permit to install additional antennas on an existing wireless communication tower. Approved with conditions on 2/24/10.
- (4) 2/24/10 **14 Atwood Street – Steve Delorey** – Petitioner is seeking a Section 6 finding and a Special Permit under MGL 40A for a pre-existing, non-conforming structure on a pre-existing and non-conforming lot. Denied without prejudice on 2/24/10 due to improper notification of abutters and failure of petitioner to pursue the applications.
- (5) 3/24/10 **11 Fitzgerald Lane – Edward and Catherine Webb** – Petitioner is seeking a Variance from side-yard setbacks to construct an addition. Approved with conditions on 3/24/10.
- (6) 3/24/10 **1 Willow Street a.k.a. 1 Harvest Lane – Equity Industrial Allied South, LLC** – The petitioner is seeking a Special Permit for a wholesale distribution and storage facility, including the sale of building materials at this facility, with a size in excess of 50,000 square feet. Approved with conditions on 3/24/10.
- (7) 4/28/10 **15 Common Street – Bell Atlantic Mobile DBA Verizon Wireless** – The petitioner is seeking a Special Permit to install additional antennas and radio equipment in Pilgrim Church's steeple. Approved with conditions on 4/28/10.

Zoning Board of Appeals (continued)

- (8) 4/28/10 **0 Oregon Road – Stonebrook Village** - The petitioner is seeking a Comprehensive Permit under Massachusetts General Law Chapter 40B to construct a fifteen unit mixed market and affordable housing development on approximately 6.6 acres in a Residential B zoning district. Approved with conditions on 10/14/10.
- (9) 6/23/10 **40 Mt. Vickery Road – Hye Limited Partnership** - The Petitioner is seeking a Special Permit for an additional principal use on a lot. Continued and pending.
- (10) 6/23/10 **40 Mt. Vickery Road – Hye Limited Partnership** - The Petitioner is seeking a Variance for the modification of one of the conditions of a prior use variance for a garage, machine shop for repairs and maintenance of buses, bus engines, general automotive repairs, and specialty antique engine. Continued and pending.
- (11) 6/23/10 **0 Northboro Road – Nu-Yankee, LLC** - The petitioner is seeking a Variance for side and rear yard setbacks. Applicant's request for withdrawal without prejudice approved on 9-7-10.
- (12) 7/28/10 **40 Mt. Vickery Road – Hye Limited Partnership** – The Petitioner is seeking relief from the Building Inspector's enforcement order issued in a letter dated June 25, 2010. Relief granted on 8/16/10.
- (13) 8/25/10 **8 Nichols Road – Andrea L. Antino** - The petitioner is seeking a Special Permit for parking or garaging of more than three vehicles in a structure that is accessory to a principal permitted use and on the same lot. Approved with conditions on 8/25/10.
- (14) 8/25/10 **69 Southville Road – David and Ana Ferris** - Petitioner is seeking a Section 6 finding under MGL. 40A for a pre-existing, non-conforming structure on a pre-existing and non-conforming lot. Approved with conditions on 8/25/10.
- (15) 10/27/10 **184 Parkerville Road – Charles and Jane Goring** - The petitioner is seeking a Variance for construction of a two-bay garage within the required side-yard setback. Approved with conditions on 10/27/10.
- (16) 10/27/10 **24-28-32 Newton Street – Planning Realty, LLC** - The petitioner is seeking a Special Permit for three internally illuminated signs on one lot in an Industrial District. Approved with conditions on 10/27/10.
- (17) 10/27/10 **146 Cordaville Road – 146 Cordaville Road, LLC** - The petitioner is seeking a Special Permit for construction of a 70,000 square foot commercial building in a split zone - Industrial and Residential A districts. The petitioner is also seeking a Variance from the three (3) story height limitation for construction of a four (4) story commercial building in a split zone -Industrial and Residential A districts. Approved with conditions on 12/1/10.

Summary of 2010 Board Decisions (Approved; Denied; Withdrawn; Pending):

Variances (6): 3 Approved; 2 Withdrawn; 1 Pending

Special Permits (8): 6 Approved; 1 Denied; 1 Pending

Administrative Decisions (Findings/Appeals) (3): 2 Approved; 1 Denied

Comprehensive Permits (2): 2 Approved

(Note: Because certain applications may produce more than one decision or certain decisions may include more than one application, the total of the decisions summarized above (19 during 2010) may not match the total number of applications listed (17 during 2010).)

PROTECTION OF PERSONS AND PROPERTY



Protecting our Health
The Board of Health, housed at Cordaville Hall,
sponsors annual flu clinics for Southborough citizens 12 and older.

Animal Control Officer and Animal Inspector

| | <i>TOTAL # CALLS RECEIVED</i> | <i>TOTAL # DOGS IMPOUNDED</i> | <i>TOTAL # HUMAN BITE CALLS</i> | <i>TOTAL # DOGS NOT CLAIMED</i> |
|-------------------|--|--|--|--|
| JANUARY | 96 | 1 | | |
| FEBRUARY | 89 | 1 | | |
| MARCH | 125 | 1 | 2 | |
| APRIL | 97 | 1 | 1 | |
| MAY | 176 | 2 | 1 (cat bite) | 1 |
| JUNE | 141 | 2 | 2 | 1 |
| JULY | 209 | 2 | 1 | |
| AUGUST | 122 | 1 | 1 | |
| SEPTEMBER | 116 | 1 | 2 | |
| OCTOBER | 157 | | 1 | |
| NOVEMBER | 104 | | | |
| DECEMBER | 115 | 2 | | |
| TOTAL 2010 | 1547 | 14 | 11 | 2 |
| <i>TOTAL 2009</i> | <i>1536</i> | <i>11</i> | <i>8</i> | <i>3</i> |

All dogs not claimed are adopted or placed with Buddy Dog Humane.

| | |
|---|----------------------|
| TOTAL # BARN INSPECTIONS COMPLETED FOR STATE ANIMAL CENSUS | 13 |
| TOTAL # DEAD ANIMALS DISPOSED OF BY ANIMAL CONTROL OFFICE | 265 (31-deer) |
| TOTAL # QUARANTINE ORDERS ISSUED BY ANIMAL CONTROL OFFICE | 20 |
| Human Bite Quarantine | 11 |
| Domestic Animal Quarantine | 9 |
| TOTAL # DOGS LICENSED WITH THE TOWN CLERK'S OFFICE AS OF 12/31/10 | 1,232 |
| TOTAL # CITATIONS ISSUED BY ANIMAL/DOG CONTROL OFFICE | 91 |

Board of Health

What's up with the Board of Health? News from 2010:

A) Tobacco sales in Pharmacies:

After considerable consultation and literature review, an open town hearing and then more deliberation, the Southborough Board of Health voted to ban the sale of tobacco products in all health care facilities including pharmacies. We are the 6th town (including Boston) in the Commonwealth to pass this new regulation. Every day more than 1,000 people in the United States die from the harmful effects of tobacco. Families visit pharmacies to find health products and therefore the sale of tobacco is inconsistent with their mission. Almost all the people who become addicted to nicotine begin their habit as under aged teens. Banning the sale of tobacco products in pharmacies reduces a child's exposure to this addictive harmful product.

B) Sale of Cigarettes to minors:

Working with Southborough Police Officer McCarthy, under the auspices of the Southborough Police Department, we plan to continue to monitor the sale of cigarettes to minors in our retail stores and continue to fine the responsible owners. The Board of Health can also force a limited discontinuation of cigarette sales for repeated offenders.

C) Coordinated the permitting and construction of a new innovative and complex septic system for the Southborough Housing Authority at Colonial Gardens, 49 Boston Road. This included a joint effort between the Housing Authority's engineering consultant, the Housing Authority's Executive Director, the Massachusetts Department of Community Development and the Southborough Board of Health. The system was completed and is now operational.

D) Regionalization is the latest buzz in Public Health with the recent state DPH funding for reorganized public health districts. Southborough is taking part in these deliberations to ensure we continue to provide high quality, comprehensive programs in spite of ever decreasing town revenues. There are multiple avenues to coordinate with other towns to expand our scope of services and still continue to meet our mandated requirements. During the first few months of 2011 we will be exploring these options and will hopefully report back to the Annual Town Meeting in April, 2011.

E) The Board of Health wishes to recognize the extraordinary service of our long time Public Health Director, Mr. Paul Pisinski. With a key employee out sick for much of the past year, Paul has worked way beyond the call of duty without compensation to keep the department on an even keel and to undertake new projects outlined above. Paul, we all applaud your dedication to serve our community. Thank You!

F) The Board of Health is thankful for the valuable contribution by The Senior Tax Write-Off citizens who also filled in to keep our front desk open. Helene Harrington, Clyde Rowells, Joyce Macknauskas, Anne Bartulis, and Tom Conlin – your dependability, dedication and work ethic are greatly appreciated.

The Board of Health has completed another year with efficient and competent community services for the Town of Southborough including:

- 1) Septic inspection and providing loans for septic repairs
- 2) Restaurant inspections
- 3) Swimming pool safety inspections
- 4) Summer camp inspections
- 5) Housing Code violation inspections
- 6) Private communal sewer system collection system inspections
- 7) Immunization clinics for teachers, town employees and our first responders
- 8) Free Immunizations for seniors over 65 and minimal cost clinics for all residents 12 years old and older.

Board of Health (continued)

- 9) Mandated reporting of infectious diseases
- 10) Coordinating activities and providing funding for our Southborough Medical Reserve Corps
- 11) Participating in Public Health Region 4A Emergency Preparedness exercises
- 12) Responding to numerous nuisance complaints
- 13) Administrative services to businesses and people selling or remodeling their dwelling or establishment
- 14) Staff attendance on various Board of Selectmen appointed Boards and Committees
- 15) Providing "Expert" testimony on behalf of town litigation issues

| BUDGET AND REVENUES: SUMMARY FOR 2009 & 2010 | 2009 | 2010 |
|---|-------------|-------------|
| Total fees collected from licenses & permits, etc..... | \$ 40,770 | \$ 53,653 |
| Estimated Betterment Loan interest revenue..... | \$ 32,400 | \$ 25,718 |
| Total amount collected by Board of Health & returned to the town general fund..... | \$ 73,170 | \$ 79,371 |
| Total FY 2009 and 2010 budget..... | \$138,700 | \$134,415 |
| % Amount returned to town..... | 53% | 59% |
| % Amount of Board of Health budget paid with taxes..... | 47% | 41% |

SOUTHBOROUGH BOARD OF HEALTH CALENDAR-YEAR RECEIPTS AND EXPENSES

| Year | Approximate Expenditures | Approximate Receipts | B.O.H. Expenses | | Approximate Board of Health Per capita expenditure |
|------|-----------------------------|-------------------------|-----------------|------------|--|
| | | | Derived from | Population | |
| | | | Property Taxes | | |
| 2010 | \$134,415 | \$79,371 | \$55,044 | 10,353 | \$5.32 |
| 2009 | \$132,500 | \$73,170 | \$59,330 | 9,995 | \$5.94 |
| 2008 | \$128,963 | \$70,000 | \$58,963 | 9,700 | \$6.08 |
| 2007 | \$127,888 | \$55,502 | \$72,386 | 9,484 | \$7.63 |

It should be obvious from observing the above figures that even though there has been a down turn in the economy the Board of Health, through adjustments in its fee structure, has continued to return an increasing percentage of its Budget into the General Fund. And, most significantly, the amount spent by residents for Health and Environmental protection has decreased. This trend may not always continue, but for now a typical family of four (2 adults and 2 children) spent a little more than \$21.00 last year for Public Health protection.

ANNUAL REPORT NUMBERS FOR 2010

SDS: Total of 55 Subsurface Sewage Disposal Systems

- | | |
|--------------------------|-------------------|
| 1 Commercial | 2 Revisions |
| 12 New | 13 Updates |
| 26 Complete Replacements | 1 new Condominium |
| 7 Variances | |

Wells: 2 Private drinking water wells 1 Irrigation well

Soil Testing: 17 Residential Upgrade:

- | | |
|--------------------|---------|
| 12 New Residential | 2 Other |
|--------------------|---------|

Licenses: 115 Total

- | | |
|----------------------|---------------------------|
| 2 Body Art | 5 Day Camp |
| 1 Funeral Director | |
| 27 Septic Installers | 6 Large Septic Installers |
| 13 Haulers | 4 Semi Public Pools |
| 1 Stable | |

5 Tobacco (License to Sell) for a town total of 11 (it is a 2 year license)

51 Food Licenses - 7 Retail, 1 Mobile, 4 Residential Kitchen, 33 Restaurant/Cafeteria, 6 Limited

Betterment Loans: 3

Meetings: 12

Fire Department

The Southborough Fire Department provides a wide-variety of 9-1-1 and emergency response services, inspections and code enforcement, as well as public fire and life safety education under the auspices of Massachusetts General Laws Chapters 48, 111c, and 148. Such services are provided 24/7/365. The name *Fire Department* for our department implies that we only respond to fires. ***Over the years, the Fire Service in Southborough and across America has evolved into an Emergency Services, or Public Safety Department.*** Such Emergency Services responses include, but are not limited to:

- Fires;
- Explosions;
- Over pressurization;
- Medical emergencies and vehicle crashes;
- Hazardous materials incidents (e.g.: spills, leaks and releases);
- Rescues (e.g.: vehicle entrapment, confined space incidents, structural collapse, stranded elevators, water rescues and incidents, etc.);
- Hazardous conditions (e.g.: electrical wires down, electrical arcing within a building, carbon monoxide build-up in homes and structures, etc.);
- Service calls (e.g.: water leaks, emergency lock-outs, etc.);
- Alarm calls (e.g.: fire, carbon monoxide and medical assist alarms);
- Severe weather emergencies and incidents (e.g.: trees down, flooding, etc.).

The Department is comprised of the following personnel:

- 1 Full-time Fire Chief
- 1 Administrative Secretary/Dispatcher (32 hours/week)
- 19 full-time Firefighter/Emergency Medical Technicians (EMTs)
- 5 Call Firefighter/EMTs
- 3 Call Firefighters
- 4 Call EMTs
- 1 Call Safety Officer

The following personnel changes occurred in 2010:

Members that resigned or retired from the Department:

- Firefighter/EMT-P Ryan Cringan resigned the Department to take a position in another department.

Four, 42-hour work shifts are required to cover the 168 hours in each week in order to provide fire, rescue, and emergency medical services 24/7. A minimum of four FF/EMTs are assigned to Headquarters per shift. Due to collective bargaining agreement requirements, there are two shifts with five personnel, and two shifts with four.

In 2010, the Southborough Fire Department responded to 1,296 emergency incidents, an increase of 4% over 2009.

The following is a breakdown of the emergency responses:

| | |
|---|-----|
| Fire and Emergency Responses | 539 |
| Medical Emergencies and Motor Vehicle Accidents | 757 |

Fire Department (continued)

Massachusetts General Laws require the Department to conduct a variety of inspections. A total of **788** inspections, plan reviews and public education programs were conducted in 2010, an increase of 6% over 2009. The following is a breakdown of inspections, as well as programs presented and plan reviews:

| <u>Inspections:</u> | <u>2009</u> | <u>2010</u> |
|--|-------------|-------------|
| Smoke Detector (home, resale) Inspection | 98 | 104 |
| Reinspection - Smoke Detector (home, resale) | 9 | 15 |
| Smoke Detector (home, new construction) Inspection | 36 | 22 |
| Reinspection - Smoke Detector (home, new construction) | 4 | 1 |
| Carbon Monoxide Inspection | 134 | 123 |
| Carbon Monoxide Reinspection | 9 | 5 |
| Oil Burner Inspections | 56 | 63 |
| Oil Burner Reinspections | 6 | 2 |
| Propane Inspections | 32 | 27 |
| House Number Reinspections | 3 | 0 |
| School Inspections and Fire Drills | 35 | 38 |
| Annual Town License Renewal Inspections | 31 | 31 |
| Commercial Building Inspections | 40 | 46 |
| Tank Truck Inspections | 7 | 21 |
| Pre-Blast Survey Inspections | 0 | 2 |
| Blasting Observations | 0 | 0 |
| Underground Tank Removal Inspections | 4 | 4 |
| Misc. Safety Inspections | 33 | 24 |
| Complaints Investigated | 10 | 11 |
| License Renewal Follow-up Inspections | 1 | 3 |
| Follow-up Inspections | 12 | 17 |
| Unvented Heater Inspections | 0 | 1 |
| In-Service Inspections | 4 | 0 |
| Underground Storage Tank Installation Inspections | 1 | 4 |
| Residential Sprinkler Inspections | 2 | 3 |
| Above Ground Storage Tank Inspections | 2 | 0 |
| <u>Public Safety Programs Presented:</u> | | |
| School Fire Prevention Programs | 49 | 68 |
| Misc. Fire and Safety Programs | 17 | 28 |
| Fire Station Tours for Various Groups | 14 | 16 |
| <u>Plans Reviewed:</u> | | |
| Residential Smoke Detector Placement | 25 | 38 |
| Commercial (Fire alarm, Sprinkler, Renovation, etc.) | 38 | 40 |
| Site Plans Reviewed | 21 | 13 |
| Construction Meetings and Inspections | 3 | 6 |
| Plan Review Meetings | 5 | 12 |

Fire Department (continued)

Various fire and safety programs are presented to the community throughout the year. Such programs focus on fire safety, Cardio Pulmonary Resuscitation, life safety, and teen driving issues.

In addition to emergency response, on-duty staff also performs daily equipment checks and minor maintenance and repairs, and trains on a wide variety of subjects. In order to remain proficient as our firefighters face new and difficult challenges in all aspects of emergency response, training is a major component during times while standing-by for emergency responses to occur. The members of the Department were fortunate to hone their skills in fire attack, search and rescue this past June. A home being demolished on White Bagley Road was donated for use. This is an excellent opportunity for firefighters to practice their skills in an environment which can be extremely challenging.

The emergency medical services (EMS) component of the emergency response system consists of trained firefighter/emergency medical technicians (EMTs) at the paramedic, intermediate and basic level of services, under the direction of a medical control physician located at U-Mass Marlborough Hospital. Dr. Taryn Kennedy, Director of Emergency Services at Marlborough Hospital, continues to provide oversight and support to the Department. Within her role as Medical Director to the department she presents Quarterly Morbidity or Mortality rounds for the EMT's, and the Doctor is actively involved in training and the Quality Assurance/Quality Improvement program. In order to ensure the highest-quality EMS system for Southborough, Dr. Kennedy reviews 100% of all patient care reports. Other EMS training programs were presented to the members of the Department throughout the year.

Voters at a Special Town Meeting in September, 2009 approved funding for a replacement aerial for Ladder 26, the 1984 Hahn aerial that was out of service. Smeal Fire Apparatus was awarded the bid to provide a Quint fire truck (aerial, pumper, hose, tank, and ground ladders) which will combine the functions of two current fire trucks; a ladder and a pumper. The Town traded in Ladder 26, and Engine 21 (a 1997 Central States pumper) towards the purchase. The new truck was delivered in October. After extensive operation training by the manufacturer, and driver training provided by the Town's insurance company, the truck was placed in service in December.

The Town of Southborough was the recipient of an American Recovery & Reinvestment Act (ARRA) Grant in for 2010. The grant, in the amount of \$13,988, provided funding to cover vacant shifts in order to maintain a minimum of four on-duty personnel. The Department was the recipient of a Student Awareness of Fire Safety (S.A.F.E.) Grant in the amount of \$1,294. The grant provides funding to continue with the Department's Fire Prevention and Public Education program.

Members continue to work with the senior citizens of Southborough through the Southborough Senior Center.

Firefighter/EMT-I Neal Aspesi coordinates the Emergency Management Agency for Southborough as the Director of Operations. Neal ensures that contingency plans are updated, equipment is ready, and the town as a whole is ready to respond to any natural or man-made events that may arise.

CONCLUSION

I would like to thank all of the members of the Southborough Fire Department and their families for the dedicated service that they provide to you, the citizens of Southborough. I would also like to thank the members of the Board of Selectmen, all of the Town's Department heads and Town Boards and Committees for their continued cooperation, assistance and support.

The residents and businesses of Southborough are a constant source of donations of time, material and/or funds to aid us in serving the citizens and visitors of Southborough. Thank you very much for your valuable contributions!

Please visit our web site for continuous updated department and safety information:
www.southboroughfire.org.

Police Department

DEPARTMENT PERSONNEL

Two full-time officers served our Country during the year. Our most senior officer, David Hagen, continued to serve as a Commander in the U.S. Naval Reserves. Communications Officer Michael Osattin was activated by the U.S. Coast Guard in July and spent two months assigned to the BP oil spill cleanup and remained on active duty through the calendar year.

Near year end, we hired two part-time dispatchers to bolster our depleted staff: Kevin Mackie and Jonathan Kersting. We wish them great success as active members of our team. Two officers, Sean McCarthy and Keith Nichols, received intensive training at the Sig Sauer Firearms Academy in New Hampshire, and are now certified to teach firearms to Police Officers.

Across the country Driving While Intoxicated (DWI) remains a problem. Even though Drunk Driving numbers have gone down, Drugged Driving has increased, due to the influence of anti-anxiety drugs, sleeping aids, the non-criminalization of marijuana, or pain-killers which all affect motor skills. These substances in the blood system affect motor skills, reaction time and judgment in much the same way as alcohol. Public education about DWI has been so effective in regards to alcohol abuse, Law enforcement officers are now calling for similar efforts around Drugged Driving. However, drug impairment does not have a standard measurement similar to blood alcohol content and officers have no field testing equipment.

The Chief felt it important to answer this need to train officers in the field of drug recognition. Officer Sean McCarthy became one of only 77 Drug Recognition Experts in the Commonwealth. The DEC program in Massachusetts began in 1995. A drug recognition expert is a police officer trained to recognize impairment in drivers under the influence of drugs other than, or in addition to, alcohol. The International Association of Chiefs of Police (IACP) coordinates the International Drug Evaluation and Classification (DEC) Program with support from the National Highway Traffic Safety Administration (NHTSA) of the U.S. Department of Transportation. A drug recognition expert can identify what drug category is impairing an individual after administering standard and systematic tests. Officer McCarthy spent two weeks at Camp Edwards and one week in Phoenix, Arizona. After completing over 120 plus hours of intense training and testing he became a certified Drug Recognition Expert (DRE). His expertise in the field of drug impairment allows him to assist other area departments. Officer McCarthy completed 15 drug evaluations in 2010 with 100% accuracy confirmed by toxicology results. Officer McCarthy's skill can be helpful in a multitude of ways. For example, if residents in town expect a family member to be using drugs, he can conduct a brief evaluation to confirm or deny suspicion; or inside the school system, when a teacher believes a student may be under the influence.

Other officers attended specialized training in school safety issues, radKIDS, computer forensics, crime scene photography, emergency medical dispatching, suicide intervention, street gangs, critical incident command, emergency vehicle driver training, search and seizure and other legal updates.

INVESTIGATIONS

The detective unit, comprised primarily of Sergeant Sean R. James and Detective Meredith Lobur, saw a large increase in burglaries and residential vandalisms during 2010. A number of breaks occurred at Eaton Apothecary in 2010. During these breaks investigators recovered evidence that lead us to a suspect living in East Boston. At one of the scenes we recovered the intruder's blood. This blood was sent to the state lab for a DNA comparison of our suspect from East Boston. In August 2010 we were informed that there was a match on our suspect in East Boston, a warrant was issued for his arrest.

The unit continued training in the area of cyber crime and crime scene investigation. We continue to upgrade our forensic and crime scene equipment so we may better serve the citizens of Southborough.

Police Department (continued)

In 2010 Southborough Police investigators assisted the State Police with a murder investigation that occurred in Barnstable, MA. At the time of the murder State Troopers identified two Southborough residents as their suspects. The investigators assisted with surveillance and executing a search of the suspect's residence. They are in custody and are awaiting trial.

At the conclusion of 2010 the Town of Southborough residents were victim to a rash of residential burglaries. In all there were eleven, which were committed when the families were away from their residence. Several thousand dollars worth of jewelry was taken by the thief during these breaks. Investigators learned that several surrounding towns were experiencing similar breaks. After comparing notes they established that the subject was responsible for all of the breaks in the towns. In December 2010 the suspect was apprehended during a break in the town of Medway. Investigators will soon be filing charges. Burglaries, attempted burglaries and larceny complaints increased 130% in the past year.

During this year, we had the opportunity to work closely with other area departments, the Massachusetts State Police, Federal Law Enforcement Agencies and New England States Police Information Network as well as the Worcester County District Attorney's Office. We were able to recover in excess of \$60,000.00 in goods and monies for victims of thefts.

Additionally, patrol officers were able to solve some of our vandalism cases when we caught two juveniles trying to smash a resident's mailbox. They confessed to other vandalism acts.

We want to thank the citizens of Southborough who showed great interest in protecting their homes and neighborhoods. We held meaningful discussions and meetings. *You are our extra eyes and ears.*

COMMUNITY POLICING

The Southborough Police Department has a long-standing tradition in community policing. We have diverse programs that have been in place for many years. Programs such as **DARE**, R.A.D. Women, **radKIDS**, school resource officer, and the Junior Police Academies are among some of the most popular.

Since 1992, the Southborough Police Department has taught children about the harmful effects of drugs, alcohol, and tobacco products. The **DARE** program, invented in 1983 in Los Angeles, has been the most taught anti-drug and anti-violence program in the country. Just recently, the program went through an extensive three year study, subsequently, improvements and up-dates were made in order to keep it fresh and exciting. As of this year, the **DARE** program has graduated close to 3,000 fifth grade students.

Along with **DARE**, there are many other programs that teach self-awareness and self-empowerment. The R.A.D. (for women) program and the **radKIDS** program teach self-confidence and self-reliance when faced with risky situations. The R.A.D. for women program has graduated many students over the last few years, teaching them how not to be a victim. The **radKIDS** program is a direct off-shoot of the RAD program, and is designed to keep children safe from harm. Over the years, hundreds of "kids" have graduated this program.

Unfortunately due to the severe cut backs in State Grant money, our community services ceased or were limited. We are no longer able to have dedicated Traffic/Radar assignments. We often targeted the back roads that are so often used today as shortcuts, however, we still take requests from citizens for radar assignments for their neighborhoods and get them completed as time allows. We also have an electronic traffic warning sign that can be placed in your neighborhoods.

Luckily, we were able to maintain the very popular and needed Car Safety Seat program. Eighty two vehicles were inspected and seats installed, some requiring 2 or 3 child safety seats. In addition, we received two "Click it or Ticket" grants from the State, dedicated to enhance highway safety and a larger

Police Department (continued)

State 9-11 grant used to enhance our communications operations, which is the heartbeat of public safety. We also reinstituted our Crime Tip HotLine. Dial 508-485-2121 and ask for extension 600.

This department has remained dedicated to our community's children and youth. Over the years we have implemented many safety programs ranging from "Stranger Danger" to Bicycle Safety. The dedication to this community's youth is also demonstrated in the yearly Junior Police Academies. These academies stress the importance of respect, teamwork, physical conditioning and integrity. These are achieved by problem solving, teamwork building and self-esteem exercises. Many of our "cadets" have been inspired to move on to community and student leadership programs. Even though we did not have grant funds to hold academy in 2010, the entire executive staff anticipates another great academy class this summer, if funding is received.

POLICE FACILITY

Both the Facilities Committee and the Historic Commission finalized their respective facilities project and presented their findings to the Board of Selectman in the fall of 2010. The Facilities Committee recommended not proceeding further with their plan. The Historical Committee recommended their Addition/Renovation Plan continue, however, they advised the Board of Selectmen that their work as a Historic Commission was finished and they had taken the project as far as they could. After receiving information from various Department Heads, including Police, Fire, Building Inspector and Facilities, the Board of Selectman voted to hire a professional engineer to conduct a complete Building Code Analysis for the purpose of acquiring vital information in regards to the current condition of the building and cost of immediate needs, thereby helping them decide on a time line for further development. We would like to thank all the volunteers from both the Facilities Committee and the Historical Commission for the countless hours they put into their respective projects.

TECHNOLOGY

Regional 911 Communications:

In May, the Board of Selectmen approved a plan to participate in a Feasibility Study that would draft a descriptive profile for a Southborough, Hopkinton and Ashland consolidated 911/Dispatch center. This study was undertaken to evaluate if there is any money savings to be had by consolidating all three dispatch centers for both the Police and Fire departments. The study is yet to be completed and no determination has been made as of this writing.

PROMOTIONS

The Chief presented to the Personnel Board a job description and Promotions Policy for their review which was ultimately adopted by them, then presented to the BOS for their approval. A professional assessment center was conducted for both the Lieutenant and Sergeant's positions during this past summer. Congratulations to all the officers and Sergeants who passed this stringent process and are now proceeding to the final outcome. We hope to announce the finalists' to the BOS in early FY2011.

Below are some suggestions to make your home and neighborhood safer.

Neighborhood and Home Crime Prevention

Most residential burglars devote little if any time to the advance planning of any specific break-in. Their crimes, for the most part, are crimes of opportunity. They pick what appears to be an easy mark. The more you can do to keep your home from looking like an easy target, the safer you are.

The first step in improving overall security is to take a hard look at the security measures already in use in your home. Here are a few key points to remember when doing a check of your house:

- Landscaping and Yard Security
- Exterior and Interior Lighting
- Security Systems
- Home Security Survey
- Other Home Security Information

Police Department (continued)

Landscaping and Yard Security

Few alterations to your landscaping could be enough to ward off intruders. To avoid detection, intruders target houses surrounded by hedges and shrubs. Although very pleasant to look at, thick bushes and shrubs hamper visibility from the street and neighbors houses. Shrubbery should be trimmed within four (4) feet of any sidewalks, driveways, doors or gates and should be maintained at a height of not more than two (2) feet. Trees should be pruned as to not offer an intruder access to second floor windows. Helpful hints: place large gauge gravel on the ground near windows. The noise caused by intruders walking on it may become a deterrent. Plant spiny (thorny) plants along fences and under windows. This may discourage even the most nimble intruder.

Street Numbers

Street Numbers should be easily visible from the street. Critical time can be saved by emergency responders when street addresses for the house are visible from the street.

Exterior Lighting

It is a known fact, that good lighting is a deterrent to crime. While any lighting will help reduce your risk of becoming a victim, proper lights used correctly will be the most effective deterrent to criminal activity. Lights are important, especially in the rear of the house, where intruders do most of their work. Motion lights are a very effective use of exterior lights.

Interior Lighting

When residents go out for the evening, usually they turn off all the lights, and leave the one by the front door on. This could be a signal for the intruder that no one is home. We suggest that leaving a few lights on and perhaps the radio would be a better deterrent.

Home Security Survey

Do you keep a "Personal Property Inventory List" in a safe place? Personal Property Inventory List would help recover stolen property in the event of a theft. Photos of jewelry and other expensive items would help law enforcement identify stolen property if the burglar tries to fence or sell items locally. Keep all appraisals and personal important papers in a safe properly secured down. Remember...a safe, although heavy, can be lifted and taken if not secured to some sort of foundation.

Home Security Systems

There are many different home security systems out there. Choosing the right one is a matter of personal preference. Please take the time to research the one best suited for your home.

Safety tips at Home

Please remember there are things that residents can do to help reduce crimes in your neighborhood.

- Always be observant of your surroundings. Pay attention to your gut feeling if you notice something out of the ordinary.
- Get to know your neighbors. They are always a great extra pair of eyes on your property when you're not home.
- Use the security devices that you have.
- Have emergency numbers near your home phone.
- Be suspicious of people loitering around your neighborhood and call the police when it happens!
- Do not let strangers use your telephone.
- Use a Southborough Police Department Vacation Check form when on vacation.

Police Department (continued)

CALENDAR YEAR 2010 STATISTICS OF INTEREST

| | | | |
|---------------------------|------|----------------------------|------|
| ANIMAL COMPLAINTS | 230 | IDENTIFICATION THEFT | 7 |
| ALL ARRESTS | 169 | KIDNAPPING | 0 |
| ASSAULTS | 5 | LARCENY | 71 |
| ASSIST CITIZENS/MOTORISTS | 322 | MISSING PERSONS REPORTED | 4 |
| ASSIST OTHER AGENCIES | 225 | MOTOR VEHICLE ACCIDENTS | 371 |
| BUILDING/PATROL CHECKS | 4693 | MOTOR VEHICLE THEFTS | 5 |
| BURGLAR ALARMS | 661 | MOTOR VEHICLE VIOL. ISSUED | 2478 |
| BURGLARY & ATTEMPTS | 73 | NOISE COMPLAINTS | 29 |
| BUSINESS/OTHER ESCORTS | 37 | PROTECTIVE CUSTODY | 17 |
| CIVIL COMPLAINTS | 11 | ROBBERY | 1 |
| DISTURBANCES | 25 | SEXUAL CRIMES | 3 |
| DOMESTIC MATTERS/INVEST. | 60 | SUMMONS/WARRANTS | 74 |
| DRUG LAW OFFENSES | 59 | SUSPICIOUS ACTIVITY | 462 |
| FINANCIAL CRIMES | 7 | TRAFFIC COMPLAINTS | 151 |
| HARRASMENT COMPLAINTS | 28 | VANDALISM | 50 |



PROTECTING OUR COMMUNITY ...TOGETHER

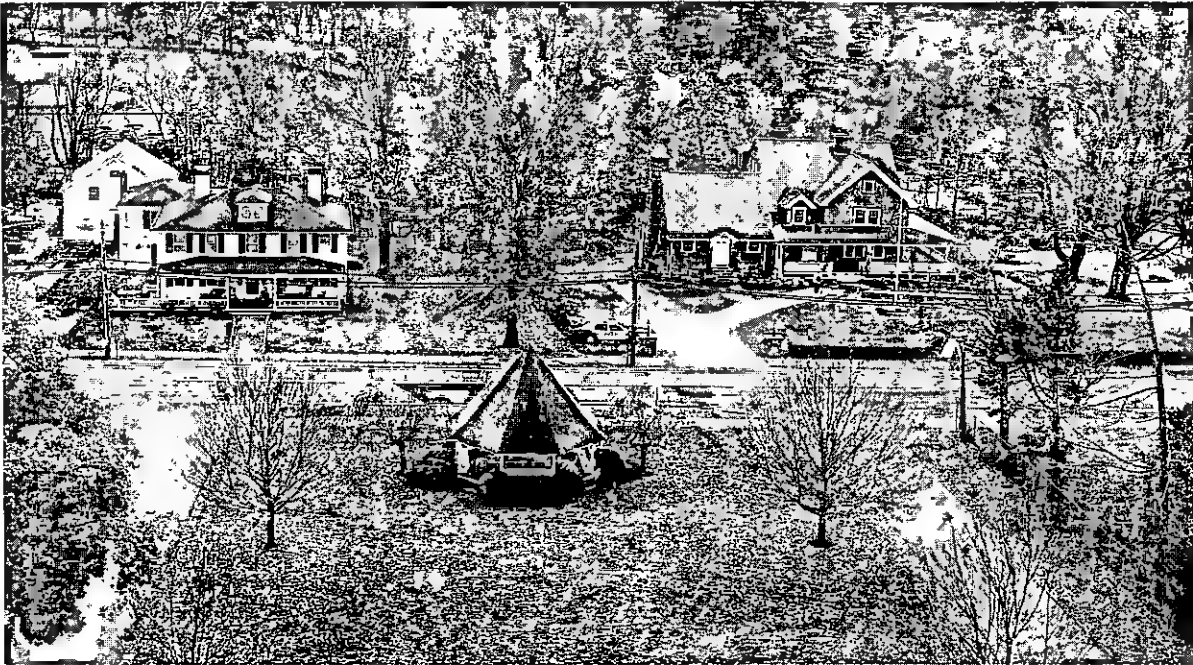
Sealer of Weights & Measures

The following types of measuring devices used in the sale and services of consumer goods were tested and sealed, indicating that the devices are within the allowed tolerances of Federal and State Division of Standards.

WORK COMPLETED IN 2010

| | | |
|---|---------------|--------|
| Scales: | 19 | Sealed |
| Weights: | 0 | Sealed |
| Automatic Liquid Measuring Devices: | 39 Fuel Pumps | Sealed |
| Fees turned over to the Town Treasurer: | \$688.00 | |

The town was fortunate to have Jack Walsh, former State Training Officer for the Division of Licensure and current Sealer for the towns of Ashland and Framingham, assist with required inspections and providing valuable knowledge and guidance.

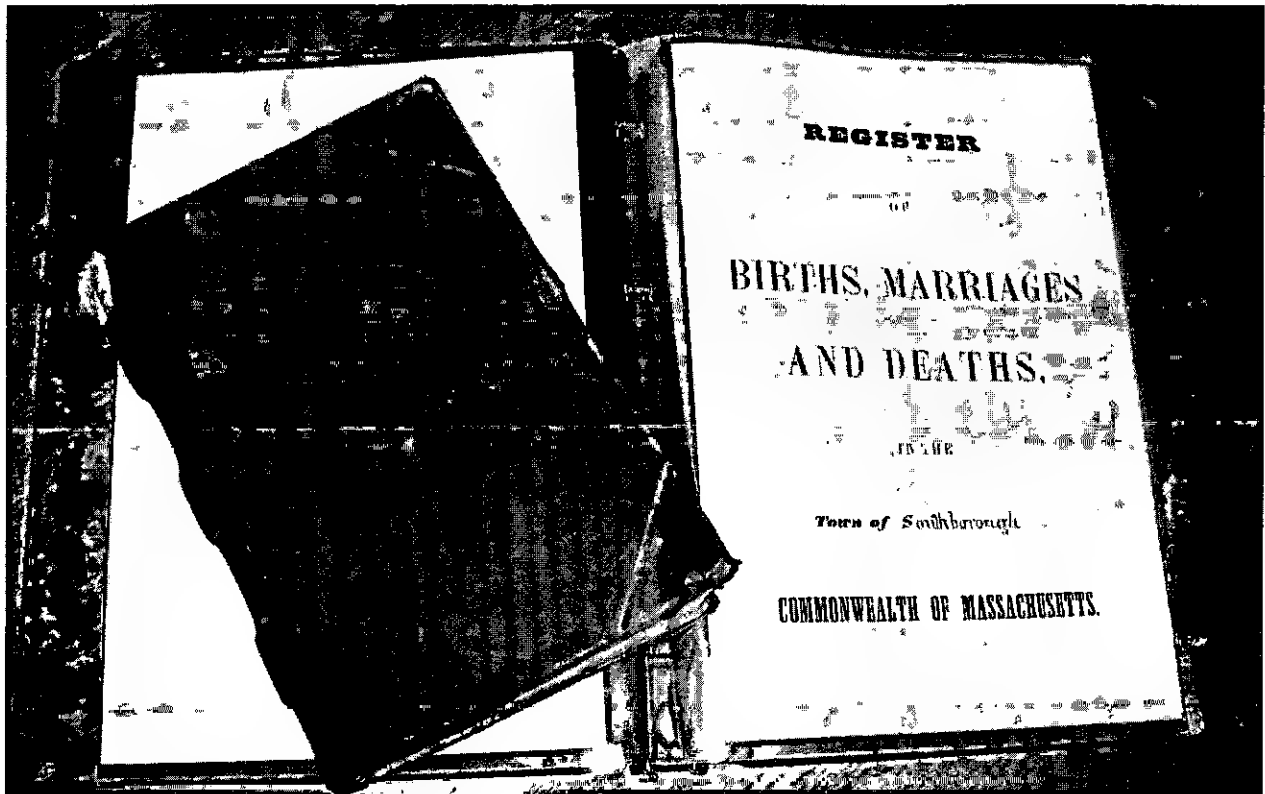


View from the top (of new Tower 21) Main St., Community House on right



And the view from below

TOWN CLERK



Town records from the earliest days of the 1700s are being preserved on microfilm with historic preservation funds granted through the Community Preservation Act. The leather-bound volume on the left from the 1880s can be read in the notebook on the right, as well as on microfilm.

Precinct I
Election Officers 2010 (appointed)

Warden: Gail Rowe
Deputy Warden: Patricia Draper
Clerk: Marie Kensinger
Deputy Clerk: Barbara Murphy

Inspectors

Sandra Callinan
Lena Carloni
Vernelle L. Cibelli
Dorothy M. Delarda
Brenda Gaffney

Joan K. Henderson
Judith Kallander
Marie A. Kensinger
Joyce Macknauskas
Janet M. E. Mattioli

Joanne M. McCandless
Karen Muggeridge
Patricia Richardson
Alphonsina Torcoletti
Carol Ann Yozzo

Tellers

Sandra Fisher

Karen White

Precinct II
Election Officers 2010 (appointed)

Warden: Regina McAuliffe
Deputy Warden: Doriann Jasinski
Clerk: Maryann Lamy
Deputy Clerk: Sheila Wilson

Inspectors

Barbara Barnes
Lorraine Brond
Janet S. DeNapoli
James Denman
Lois Denman

Nicole Hornblower
Mildred Lemire
James McCarthy
Delia Mulvaney
Cyd Ostrovsky

Linda Petry
Josephine Shea
Jean Wood

Tellers

Susan Ruane

Carol Gay

Precinct III
Election Officers 2010 (appointed)

Warden: Arthur Miner
Deputy Warden: Linda Hubley
Clerk: Kathleen Bartolini
Deputy Clerk: Diane C. Cameron

Inspectors

Edward Barnes
Diane Beane
Jeffrey Beane
John Boiardi

Lorraine Caruso
Margaret DeFazio
Lidia Kiley
Anita Reeder

Irene Burkis Tibert
Sally Watters

Tellers

Carol Miner

Claudia Roche

Special State Election
Tuesday, January 19, 2010

SENATOR IN CONGRESS

Vote for One

| | |
|-------------------|------|
| Scott P. Brown | 2681 |
| Martha Coakley | 1845 |
| Joseph L. Kennedy | 33 |
| Blanks | 0 |
| Write Ins | 0 |
| Total | 4459 |

A true copy:

Attest: _____
Paul J. Berry, Town Clerk

Annual Town Meeting Monday, April 12, 2010

At the Annual Town Meeting duly called and held in the P. Brent Trottier Middle School, Southborough, on Monday, April 12, 2010 at 7:00 PM the following ARTICLES were voted on in a legal manner. There was a quorum present (100 Voters = quorum); 377 voters were present.

| | | |
|-----------|---------------------|-----------------|
| Checkers: | Doriann Jasinski | Lidia A. Kiley |
| | Janet M.E. Mattioli | Linda C. Hubley |
| | Joyce Macknauskas | Delia Mulvaney |

The following Tellers were appointed by Moderator David A. Coombs and sworn-in by Town Clerk, Paul J. Berry:

| | | |
|----------|-----------------------|------------------------|
| Tellers: | Carl S. Anderson, Jr. | 15 Gilmore Road |
| | Edward D. Estella | 21 Woodland Road |
| | Arthur K. Holmes | 73 Oak Hill Road |
| | Andrew S. Mills | 2 MacNeill Drive |
| | Charles R. O'Connell | 191 Main Street |
| | Kelly Roney | 9 Strawberry Hill Road |

The Town Moderator, David A. Coombs, called the meeting to order at 7:15 p.m.

The Colors were presented by The GIRL SCOUTS from 3 troops:

Troop 77107 - Lindsey Burzumato, Siena Fam, Siena Hubley, Victoria Lapidis, Jordyn Woodworth

Troop 72787 - Annelise Eppen, Lexi Mills

Troop 77105 - Samantha Brazeau, Sierra Dyer

Troop Leaders – Andrea Hubley, Laura Eppen, Theresa Brazeau

A moment of silence was held in memory of those persons who have served the Town in the past:

Ruth Anketell, Election Worker
Sophia Coleman, School Nurse
Lewis Maida, Town Hall and Police Station Custodian
Dorothy E. Manning, Secretary, Board of Health
Philip G. Mauch, Board of Health
Thomas W. McAuliffe, Board of Selectman
Robert E. Melican, Superintendent of Schools
Joanne Perkins, Election Worker
Theresa M. Prosperi, Election Worker

The boundaries of the Auditorium were outlined by the Moderator to include all of the floor area. The cafeteria was set up for the non-registered (non-voting) public to view Town Meeting from a television with live cable viewing of the Town Meeting.

The Town Moderator noted the receipt of the return of the posting of the Warrant for the Annual Town Meeting by the Constable.

Annual Town Meeting (continued)

The Town Moderator had requests from the following non-voters to attend the Annual Town Meeting. There being no objections from the floor, it was voted to allow the following non-voters to remain:

Brian Ballantine, Finance Director
Jane Cain, Library Director
Paul Cibelli, Town Assessor
Patrick Collins, Assabet Valley, Director of Business
Joan Frank, Member, Regional School Committee
Karen Galligan, DPW Superintendent
Charles Gobron, Superintendent of Schools
David Gusmini, Building Inspector
Vanessa D. Hale, Assistant Town Administrator
Russell Home, Historical Society
Kim Ivers, Children's Librarian
Michelle Jenkins, Assistant Town Clerk
Jean Kitchen, Town Administrator
Vera L. Kolias, Town Planner
Pam LeFrancois, Senior Center Director
Cheryl Levesque, Director of Business, Southborough Schools
Steven Levy
Shirley Lundberg, Member, Regional School Committee
Naomi Magnoni, Library Assistant
John D. Mauro, Jr., Fire Chief
Carla McAuliffe, Town Accountant
Thomas Mead, Principal, Algonquin Regional School
Jane T. Moran, Police Chief
Nathaniel L. Nahabedian, Boy Scouts, Troop 92
Mary Jo Nawrocki, Superintendent, Assabet Valley Regional School
Paul Pisinski, Board of Health Agent
Ewa Pytowska, Assistant Superintendent of Southborough Schools
Phil Rinehart, Facilities Manager
Dr. Richard Seder, Former Board of Health Member
Laurie Sugarman-Whittier, Youth & Family Services Director
Jean Tower, Director of Technology, Southborough Schools
Helynn Winter, Member, Regional School Committee
John Woodsmall, Town Engineer

MOTION MADE: To waive the reading of the Warrant.

MOTION PASSED UNANIMOUSLY.

ARTICLE 1: To hear reports of the various Town Officers and Committees and to take such action thereon as the Town may vote.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *To hear reports of Town Boards, Committees or Commissions.*

MOTION MADE: That the Town hears reports of the various Town Officers and Committees and to take such action thereon as the Town may vote.

MOTION PASSED UNANIMOUSLY.

Annual Town Meeting (continued)

The following Town Officers and/or Committee members gave a report:

- Steve Theran, Assabet Valley Regional Vocational School, on the Building Renovation.
- Dr. Louis Fazen, III, Board of Health Chairman, on the Timothy P. Stone Award and thanks to Dr. Richard Sedar, for his years of service on the Board of Health.
- Donald Morris, Zoning Advisory Committee
- Andrew Mills, Community Preservation Committee

ARTICLE 2: To see if the Town will vote to accept any sum of money from St. Mark's School, Fay School, Harvard Medical School, New England Regional Primate Research Center, L'Abri Fellowship, The New England Center for Children, and any other contributor and deposit same amount in Estimated Receipts Account, and determine what disposition shall be made of the same, if accepted, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *To allow the Board of Selectmen to accept donations from Tax Exempt organizations and determine the disposition of funds.*

MOTION MADE: That the Town vote to accept any sum of money from St. Mark's School, Fay School, Harvard Medical School, New England Regional Primate Research Center, L'Abri Fellowship, The New England Center for Children, and any other contributor and deposit same amount in Estimated Receipts Account, and determine what disposition shall be made of the same, if accepted.

MOTION PASSED UNANIMOUSLY.

ARTICLE 3: To see if the Town will vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow from time to time in anticipation of revenue of the financial year beginning July 1, 2010 in accordance with the provisions of Massachusetts General Laws, Chapter 44, and to issue a note or notes as may be given for a period of less than one year in accordance with Massachusetts General Laws, Chapter 44, Section 17 as amended, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *This article allows the Town Treasurer to short term borrow in anticipation of revenue.*

MOTION MADE: That the Town vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow from time to time in anticipation of revenue of the financial year beginning July 1, 2010 in accordance with the provisions of Massachusetts General Laws, Chapter 44, and to issue a note or notes as may be given for a period of less than one year in accordance with Massachusetts General Laws, Chapter 44, Section 17 as amended.

MOTION PASSED UNANIMOUSLY.

ARTICLE 4: To hear the report of the Capital Budget Planning Committee, or do or act anything in relation thereto.

Proposed by: CAPITAL BUDGET PLANNING COMMITTEE

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *The Capital Budget Planning Committee does not have a report this year.*

MOTION MADE: TO POSTPONE INDEFINITELY.

MOTION PASSED UNANIMOUSLY.

Annual Town Meeting (continued)

ARTICLE 5: To see if the Town will vote to amend the Salary Administration Plan and Personnel By-laws by striking from the end of Schedule C, under the subcategory entitled "hourly rates for part time positions, Grade 1" the minimum sum of "\$6.65" and insert in place thereof the figure "\$7.25".

Further to add at the end of Schedule D the following:

Details. On any occasion that the Fire Chief determines that public safety is at risk (fire watches, pyrotechnic displays, pyrotechnic blasting for construction, or similar public safety concerns) and calls for a detail consisting of a Firefighter or Firefighters [not covered by any other collective bargaining agreement] to stand-by during any of these situations to monitor for fire, explosion, or any other possible hazard, the person or persons assigned to the detail will be compensated in the following manner:

\$40.00 per hour effective July 1, 2010.

Further to strike from Schedule E, entitled "Miscellaneous Annual Compensation Schedule" as to Tree Warden the sum of "\$2,500.00" and insert in place thereof the sum of "\$4,000.00" and

Further to add to Schedule E, at the end the following: "Website Administrator...\$2,800.00"

, or do or act anything in relation thereto.

Proposed by: PERSONNEL BOARD

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *The minimum wage has increased from \$6.65 to \$7.25; the Fire Chief requested language be added to clarify what non-union firefighters are paid for details; the Tree Warden's stipend was incorrectly stated in the FY10 Salary Administration Plan; the Website Administrator stipend was added to the Salary Administration Plan.*

MOTION MADE: That the Town vote to amend the Salary Administration Plan and Personnel By-Laws as printed in the warrant

MOTION PASSED UNANIMOUSLY.

ARTICLE 6: To see if the Town will vote to establish and authorize the use of a revolving fund account for the Recreation Commission for a maximum amount of \$259,000.00 pursuant to the provisions of M.G.L. c. 44 § 53E ½ as amended, or do or act anything in relation thereto.

Proposed by: RECREATION COMMISSION

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *This will create a true revolving fund for Recreation. In the past they operated under a different section of law where they could only keep \$10,000 of their surplus and the rest was turned over to the General Fund.*

MOTION MADE: That the Town vote to establish and authorize the use of a revolving fund account for the Recreation omission for a maximum amount of \$259,000.00 pursuant to the provisions of M.G.L.c. 44 § 53E ½ as amended.

MOTION PASSED UNANIMOUSLY.

ARTICLE 7: To see if the Town will vote to raise a sum of money as may be necessary for the Town's use, and make appropriations of the same, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Summary: *Budget-See budget report which includes the Advisory Committee and Board of Selectmen's recommendations for FY11.*

MOTION TO ADJOURN Annual Town Meeting at 8:04 p.m. to have the Special Town Meeting **PASSED UNANIMOUSLY.**

Special Town Meeting *April 12, 2010*

At the Special Town Meeting duly called and held in the P. Brent Trottier Middle School, Southborough, on Monday, April 12, 2010 at 8:00 p.m. the following ARTICLES were voted on in a legal manner. There was a quorum present (100 Voters = quorum); 377 voters were present.

| | | |
|-----------|---------------------|-----------------|
| Checkers: | Doriann Jasinski | Lidia A. Kiley |
| | Janet M.E. Mattioli | Linda C. Hubley |
| | Joyce Macknauskas | Delia Mulvaney |

The following Tellers were appointed by Moderator David A. Coombs and sworn-in by Town Clerk, Paul J. Berry:

| | | |
|----------|-----------------------|------------------------|
| Tellers: | Carl S. Anderson, Jr. | 15 Gilmore Road |
| | Edward D. Estella | 21 Woodland Road |
| | Arthur K. Holmes | 73 Oak Hill Road |
| | Andrew S. Mills | 2 MacNeill Drive |
| | Charles R. O'Connell | 191 Main Street |
| | Kelly Roney | 9 Strawberry Hill Road |

The Town Moderator, David A. Coombs, called the Special Town Meeting to order at 8:05 p.m.

The boundaries of the Auditorium were outlined by the Moderator to include all of the floor area. The cafeteria was set up for the non-registered (non-voting) public to view Town Meeting from a television with live cable viewing of the Town Meeting. Moderator Coombs noted the receipt of the return of the posting of the Warrant for the Special Town Meeting by the Constable.

The Town Moderator had requests from the following non-voters to attend the Annual Town Meeting. There being no objections from the floor, it was voted to allow the following non-voters to remain:

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Joan Frank, Member, Regional School Committee
Karen Galligan, DPW Superintendent
Charles Gobron, Superintendent of Schools
David Gusmini, Building Inspector
Vanessa D. Hale, Assistant Town Administrator
Russell Horne, Historical Society
Kim Ivers, Children's Librarian
Michelle Jenkins, Assistant Town Clerk
Jean Kitchen, Town Administrator
Vera L. Kolas, Town Planner
Pam LeFrancois, Senior Center Director
Cheryl Levesque, Director of Business, Southborough Schools
Steven Levy
Shirley Lundberg, Member, Regional School Committee
Naomi Magnoni, Library Assistant
John D. Mauro, Jr., Fire Chief
Carla McAuliffe, Town Accountant
Nathaniel Nahabedian, Boy Scouts, Troop 92
Mary Jo Nawrocki, Superintendent, Assabet Valley Regional School
Paul Pisinski, Board of Health Agent

Special Town Meeting (continued)

Thomas Mead, Principal, Algonquin Regional School
Jane T. Moran, Police Chief
Ewa Pytowska, Assistant Superintendent of Southborough Schools
Phil Rinehart, Facilities Manager
Dr. Richard Seder, Former Board of Health Member
Laurie Sugarman-Whittier, Youth & Family Services Director
Jean Tower, Director of Technology, Southborough Schools
Helynn Winter, Member, Regional School Committee
John Woodsmall, Town Engineer

ARTICLE 1: To see if the Town will vote to appropriate \$13,500 from the FY10 Budgeted Reserve/Discretionary fund for creation of a schematic architectural design to rehabilitate the Peters High School Annex (Southborough Police Station), for the purpose of Historic preservation. Said funds to be expended under the direction of the Community Preservation Committee, or do or act anything in relation thereto.

Sponsored by: COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *Monies will be used to develop a schematic architectural design to determine the feasibility and cost of rehabilitating the current Southborough Police Station.*

MOTION MADE: That the Town vote to appropriate \$13,500 from the FY10 Budgeted Reserve/Discretionary fund for creation of a schematic architectural design to rehabilitate the Peters High School Annex (Southborough Police Station), for the purpose of Historic preservation. Said funds to be expended under the direction of the Community Preservation Committee.

MOTION MADE: To move the question.

MOTION: Passed by Majority vote.

MAIN MOTION PASSED BY MAJORITY VOTE.

ARTICLE 2: To see if the Town will vote to transfer the remaining unexpended funds of \$195,133.81 from Article 19 of the Annual Town Meeting of April 14, 1997, to the Water Reserve fund, or do or act anything in relation thereto.

Sponsored by: DEPARTMENT OF PUBLIC WORKS

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *Article 19 of Annual Town Meeting of April 14, 1997 transferred monies from Water Reserves for the purpose of replacing utility services to the Hosmer pumping station. This article will return the unexpended restricted funds back to the Water Reserve account.*

MOTION MADE: That the Town vote to transfer the remaining unexpended funds of \$195,133.81 from Article 19 of the Annual Town Meeting of April 14, 1997, to the Water Reserve fund.

MOTION PASSED UNANIMOUSLY.

Special Town Meeting (continued)

ARTICLE 3: To see if the Town will vote to authorize the Board of Selectmen to negotiate and convey and transfer a sewer easement across Newton Street in the vicinity of 24 Newton Street, to Newton Street LLC of 303 Worcester Road, Framingham, MA, for compensation to be determined in the discretion of the Board of Selectmen, land described as "Sewer Easement" on the plan entitled "Easement Plan of Land 24 & 32 Newton Street, Southborough, MA, prepared for Newton Street, LLC, 303 Worcester Road, Framingham, MA 01701". Prepared by Bruce Saluk & Associates, Inc. Civil Engineers & Land Surveyors, dated, January 21, 2010, plan is on file with the Town Clerk's Office, or do or act anything in relation thereto.

Sponsored by: DEPARTMENT OF PUBLIC WORKS

Board of Selectmen Recommendation: Not Support

Advisory Committee Recommendation: Not Support

Summary: *This article will allow the Selectmen to negotiate an easement with the property owner of Map 65, Lots 18 and 13 (24 Newton Street) to allow the owner to install and maintain a private sewer pipe across Newton Street in accordance with the property owner's approved wastewater treatment plans.*

MOTION MADE: That the Town vote to authorize the Board of Selectmen to negotiate and convey and transfer a sewer easement across Newton Street in the vicinity of 24 Newton Street, to Newton Street LLC of 303 Worcester Road, Framingham, MA, for compensation to be determined in the discretion of the Board of Selectmen, land described as "Sewer Easement" on the plan entitled "Easement Plan of Land 24 & 32 Newton Street, Southborough, MA, prepared for Newton Street, LLC, 303 Worcester Road, Framingham, MA 01701". Prepared by Bruce Saluk & Associates, Inc. Civil Engineers & Land Surveyors, dated, January 21, 2010, plan is on file with the Town Clerk's Office. Requires a 2/3 vote.

AMENDMENT TO MOTION: TO POSTPONE INDEFINITELY.

AMENDMENT PASSED BY MAJORITY VOTE.

ARTICLE 4: To see if the Town will vote to accept a water easement on land at 1 Lincoln Lane, from Charles F. Scott, described as "Waterline and Open Space Easement" on the plan entitled "Definitive Subdivision Lincoln Lane", prepared by Land Planning, Inc. dated October 7, 2009, plan is on file with the Town Clerk's office, or do or act anything in relation thereto.

Sponsored by: DEPARTMENT OF PUBLIC WORKS

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *This article will allow the Town to access this property to maintain the Town's water main.*

MOTION MADE: That the Town vote to accept a water easement on land at 1 Lincoln Lane, from Charles F. Scott, described as "Waterline and Open Space Easement" on the plan entitled "Definitive Subdivision Lincoln Lane", prepared by Land Planning, Inc. dated October 7, 2009, plan is on file with the Town Clerk's office. Requires a 2/3 vote.

MOTION PASSED UNANIMOUSLY.

ARTICLE 5: To see if the Town will vote to authorize the Board of Selectmen to negotiate and convey and transfer a utility easement, in New York Avenue, to the Town of Framingham, land described as "Proposed Utility Easement, 0.287 Acres (12,489 Square Feet)" on the plan entitled "New York Avenue Southboro Easement" prepared by SEA Consultants, Inc., dated February 2010, plan is on file with the Town Clerk's Office, or do or act anything in relation thereto.

Sponsored by: DEPARTMENT OF PUBLIC WORKS

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: At Town Meeting

Special Town Meeting (continued)

Summary: *The Town of Framingham needs to install a Framingham water main in New York Avenue in order to provide dependable water service to the Office Park on New York Avenue. This article allows the Board of Selectmen to negotiate an easement to the Town of Framingham to allow Framingham access to install and maintain the utility.*

MOTION MADE: That this article be withdrawn.

MOTION PASSED UNANIMOUSLY.

At 8:47 p.m., it was **UNANIMOUSLY VOTED TO DISSOLVE** the SPECIAL TOWN MEETING.

| |
|---|
| <p><i>Annual Town Meeting Adjourned Session April 12, 2010</i></p> |
|---|

MOTION MADE: To resume Annual Town Meeting at 8:48 p.m.

MOTION PASSED UNANIMOUSLY.

ARTICLE 7: (continued)

MOTION MADE: That the Town vote to raise a sum of money not to exceed the sum of \$43,119,053 as may be necessary for the Town's use, and make appropriations of the same.

| | |
|---|------------------------|
| Transfer from the Cemetery Perpetual care | 15,000.00 |
| Stabilization Fund | |
| Transfer from Free Cash | 1,255,534.00 |
| Transfer from Overlay Reserve | 185,000.00 |
| Transfer from Ambulance Fund, | |
| Receipts Reserved (Fund 23) | 200,000.00 |
| Transfer from Aerial Ladder Donation Fund | 28,600.00 |
| Transfer from Septic Betterment Fund | 50,112.00 |
| Transfer from Premium Reserve | 345.00 |
| Transfer from SBAB Reserve Reimb. | 24,772.00 |
| Transfer from Water Reserve | 65,000.00 |
| Transfer from various articles: | |
| 2,157.50 | Article 15 ATM 4-9-07 |
| 92.70 | Article 11 ATM 4-14-08 |
| 10,309.03 | Article 11 ATM 4-14-08 |
| 697.00 | Article 11 ATM 4-14-08 |
| 23,200.00 | Article 17 ATM 4-9-07 |
| 1,885.62 | Article 17 ATM 4-9-07 |
| 1,550.00 | Article 12 ATM 4-14-08 |
| 1,378.15 | Article 23 ATM 4-9-07 |
| 5,000.00 | Article 2 STM 4-13-92 |
| Transfer from various articles(less than 1,000 – debt.) | |
| 315.00 | Article 22 ATM 4-13-04 |
| 663.00 | Article 3 STM 1-21-06 |
| 363.00 | Article 43 ATM 4-13-98 |

That the balance of \$41,247,079 be raised and appropriated.

MOTION MADE: To divide the question.

MOTION PASSED UNANIMOUSLY.

Annual Town Meeting (continued)

MOTION MADE: To take an umbrella vote on those budgets that do not have a hold on them. This one vote will have the effect of voting each separately.

MOTION PASSED UNANIMOUSLY.

MOTION MADE: To pass all budgets that do not have a hold on them.

MOTION PASSED UNANIMOUSLY.

| <i>Budget Name</i> | <i>FY 2011 Request</i> |
|--------------------|------------------------|
|--------------------|------------------------|

General Government

110-119 LEGISLATIVE

114 MODERATOR

| | |
|--|-----------|
| 51000-51990 Personal Services | 50 |
| 57000-57990 Other Charges and Expenses | 25 |
| TOTAL | 75 |

121-129 EXECUTIVE

121 ELECTED BOARD OF SELECTMEN

| | |
|-------------------------------|--------------|
| 51000-51990 Personal Services | 2,400 |
| TOTAL | 2,400 |

122 BOARD OF SELECTMEN

| | |
|--|----------------|
| 51000-51990 Personal Services | 269,144 |
| 52000-53990 Purchase of Services | 81,740 |
| 54000-55990 Supplies | 6,165 |
| 57000-57990 Other Charges and Expenses | 4,833 |
| TOTAL | 361,882 |

131-149 FINANCIAL ADMINISTRATION

131 ADVISORY COMMITTEE

| | |
|--|------------|
| 54000-55990 Supplies | 30 |
| 57000-57990 Other Charges and Expenses | 120 |
| TOTAL | 150 |

132 RESERVE FUND

| | |
|--|----------------|
| 57000-57990 Other Charges and Expenses | 175,000 |
| TOTAL REQUEST | 175,000 |
| TOTAL APPROVED | 150,000 |

MOTION MADE: That the budget of the Reserve Fund (\$175,000) be reduced by \$25,000 to a new total of \$150,000.

MOTION PASSED UNANIMOUSLY.

Annual Town Meeting (continued)

Budget Name

FY 2011 Request

General Government, continued

135 TOWN ACCOUNTANT

| | |
|--|----------------|
| 51000-51990 Personal Services | 107,972 |
| 52000-53990 Purchase of Services | 1,000 |
| 54000-55990 Supplies | 797 |
| 57000-57990 Other Charges and Expenses | 450 |
| 58000-58990 Capital Outlay | 0 |
| TOTAL | 110,219 |

136 AUDIT

| | |
|----------------------------------|---------------|
| 52000-53990 Purchase of Services | 23,500 |
| TOTAL | 23,500 |

140 ELECTED BOARD OF ASSESSORS

| | |
|-------------------------------|--------------|
| 51000-51990 Personal Services | 2,250 |
| TOTAL | 2,250 |

141 ASSESSORS

| | |
|--|----------------|
| 51000-51990 Personal Services | 145,080 |
| 52000-53990 Purchase of Services | 18,400 |
| 54000-55990 Supplies | 7,251 |
| 57000-57990 Other Charges and Expenses | 2,550 |
| 58000-58990 Capital Outlay | 0 |
| TOTAL | 173,281 |

145 TREASURER/COLLECTOR

| | |
|--|----------------|
| 51000-51990 Personal Services | 169,881 |
| 52000-53990 Purchase of Services | 5,125 |
| 54000-55990 Supplies | 2,630 |
| 57000-57990 Other Charges and Expenses | 1,938 |
| 58000-58999 Capital Outlay | 0 |
| TOTAL | 179,574 |

151-159 OPERATIONS SUPPORT

151 LEGAL

| | |
|----------------------------------|---------------|
| 52000-53990 Purchase of Services | 95,000 |
| TOTAL | 95,000 |

MOTION MADE: That the budget of Legal be reduced to \$92,150.

MOTION DEFEATED BY MAJORITY VOTE.

152 PERSONNEL BOARD

| | |
|--|--------------|
| 51000-51990 Personal Services | 1,230 |
| 52000-53990 Purchase of Services | 4,550 |
| 54000-55990 Supplies | 0 |
| 57000-57990 Other Charges and Expenses | 220 |
| TOTAL | 6,000 |

Annual Town Meeting (continued)

Budget Name

FY 2011 Request

General Government, continued

153 SPECIAL LEGAL COUNSEL

| | |
|----------------------------------|---------------|
| 52000-53990 Purchase of Services | 55,000 |
| TOTAL | 55,000 |

155 MANAGEMENT INFORMATION SYSTEMS

20 GEOGRAPHIC INFORMATION SYSTEMS

| | |
|--------------------------------------|--------|
| 52000-53990 Purchase of Services | 18,600 |
| 54000-55990 Supplies | 4,000 |
| 58000-58990 Capital Outlay | 0 |
| Geographic Information Systems Total | 22,600 |

21 OTHER INFORMATION SYSTEMS

| | |
|----------------------------------|----------------|
| 52000-53990 Purchase of Services | 119,898 |
| 54000-55990 Supplies | 4,700 |
| 58000-58990 Capital Outlay | 22,802 |
| Other Information Systems Total | 147,400 |
| TOTAL | 170,000 |

160-169 LICENSING AND REGISTRATION

160 ELECTED TOWN CLERK

| | |
|-------------------------------|---------------|
| 51000-51990 Personal Services | 38,110 |
| TOTAL | 38,110 |

161 TOWN CLERK

| | |
|--|---------------|
| 51000-51990 Personal Services | 48,444 |
| 52000-53990 Purchase of Services | 1,700 |
| 54000-55990 Supplies | 800 |
| 57000-57990 Other Charges and Expenses | 325 |
| 58000-58990 Capital Outlay | 0 |
| TOTAL | 51,269 |

162 ELECTIONS & REGISTRATION

| | |
|--|---------------|
| 51000-51990 Personal Services | 63,649 |
| 52000-53990 Purchase of Services | 13,247 |
| 54000-55990 Supplies | 2,050 |
| 57000-57990 Other Charges and Expenses | 600 |
| 58000-58990 Capital Outlay | 0 |
| TOTAL | 79,546 |

171-179 LAND USE

171 CONSERVATION COMMISSION

| | |
|--|---------------|
| 51000-51990 Personal Services | 30,457 |
| 52000-53990 Purchase of Services | 5,200 |
| 54000-55990 Supplies | 300 |
| 57000-57990 Other Charges and Expenses | 725 |
| 58000-58990 Capital Outlay | 0 |
| TOTAL | 36,682 |

Annual Town Meeting (continued)

| <i>Budget Name</i> | <i>FY 2011 Request</i> |
|--------------------|------------------------|
|--------------------|------------------------|

General Government, continued

175 PLANNING BOARD

| | |
|--|----------------|
| 51000-51990 Personal Services | 126,656 |
| 52000-53990 Purchase of Services | 1,350 |
| 54000-55990 Supplies | 925 |
| 57000-57990 Other Charges and Expenses | 4,573 |
| TOTAL REQUEST | 133,504 |
| TOTAL APPROVED | 128,504 |

MOTION MADE: That the budget of the Planning Board (\$133,504) be reduced by \$5,000 to a new total of \$128,504.

MOTION PASSED UNANIMOUSLY.

176 ZONING BOARD OF APPEALS

| | |
|--|---------------|
| 51000-51990 Personal Services | 10,081 |
| 52000-53990 Purchase of Services | 4,925 |
| 54000-55990 Supplies | 340 |
| 57000-57990 Other Charges and Expenses | 0 |
| TOTAL | 15,346 |

177 OPEN SPACE

| | |
|----------------------------------|------------|
| 52000-53990 Purchase of Services | 90 |
| 54000-55990 Supplies | 150 |
| TOTAL | 240 |

191-199 OTHER

192 PUBLIC BUILDINGS AND PROPERTIES MAINTENANCE

| | |
|--------------------------------------|----------------|
| 51000-51990 Personal Services | 272,254 |
| 52000-53990 Purchase of Services | 146,325 |
| 54000-55990 Supplies | 8,000 |
| 57000-57990 Other Charges & Expenses | 1,710 |
| 58000-58990 Capital Outlay | 0 |
| TOTAL | 428,289 |

Public Safety

210 POLICE DEPARTMENT

| | |
|--|------------------|
| 51000-51990 Personal Services | 1,500,821 |
| 52000-53990 Purchase of Services | 61,434 |
| 54000-55990 Supplies | 23,520 |
| 57000-57990 Other Charges and Expenses | 3,998 |
| 58000-58990 Capital Outlay | 2,000 |
| TOTAL REQUEST | 1,591,773 |
| TOTAL APPROVED | 1,541,403 |

MOTION MADE: That the budget of the Police Department (\$1,591,773) be reduced by \$5,000 to a new total of \$1,586,773.

Annual Town Meeting (continued)

AMENDMENT TO THE MOTION: Made by the Advisory Committee to reduce the Police budget to \$1,541,403.

AMENDMENT PASSED: YES: 167 NO: 99

MOTION MADE: To move forward to the Education budget.

MOTION DEFEATED BY MAJORITY VOTE.

| <i>Budget Name</i> | <i>FY 2011 Request</i> |
|--------------------|------------------------|
|--------------------|------------------------|

Public Safety, continued

220 FIRE DEPARTMENT

| | |
|--|------------------|
| 51000-51990 Personal Services | 1,570,075 |
| 52000-53990 Purchase of Services | 102,263 |
| 54000-55990 Supplies | 45,452 |
| 57000-57990 Other Charges and Expenses | 3,105 |
| 58000-58990 Capital Outlay | 7,105 |
| TOTAL | 1,728,000 |

241 BUILDING DEPARTMENT

| | |
|--|---------------|
| 51000-51990 Personal Services | 92,809 |
| 52000-53990 Purchase of Services | 2,715 |
| 54000-55990 Supplies | 275 |
| 57000-57990 Other Charges and Expenses | 3,280 |
| 58000-58990 Capital Outlay | 0 |
| TOTAL | 99,079 |

291 CIVIL DEFENSE

| | |
|--|--------------|
| 51000-51990 Personal Services | 2,426 |
| 52000-53990 Purchase of Services | 245 |
| 54000-55990 Supplies | 100 |
| 57000-57990 Other Charges and Expenses | 0 |
| 58000-58990 Capital Outlay | 0 |
| TOTAL | 2,771 |

292 ANIMAL CONTROL OFFICER AND ANIMAL INSPECTOR

| | |
|----------------------------------|---------------|
| 51000-51990 Personal Services | 0 |
| 52000-53990 Purchase of Services | 28,156 |
| 54000-55990 Supplies | 200 |
| TOTAL | 28,356 |

Public Works & Facilities

420, 430, 490 DEPT. OF PUBLIC WORKS (Highway, Cemetery, Tree)

| | |
|--|------------------|
| 51000-51990 Personal Services | 914,339 |
| 52000-53990 Purchase of Services | 826,950 |
| 54000-55990 Supplies | 360,575 |
| 56000-56990 Intergovernmental | 2,550 |
| 57000-57990 Other Charges and Expenses | 4,950 |
| 58000-58990 Capital Outlay | 6,500 |
| TOTAL REQUEST | 2,115,864 |
| TOTAL APPROVED | 2,101,864 |

Annual Town Meeting (continued)

MOTION MADE: That the budget of the Department of Public Works (\$2,115,864 be reduced by \$14,000 to a new total of \$2,101,864.

MOTION PASSED UNANIMOUSLY.

Budget Name

FY 2011 Request

Public Works & Facilities continued

450 DEPT. OF PUBLIC WORKS - WATER

| | |
|--|------------------|
| 51000-51990 Personal Services | 386,080 |
| 52000-53990 Purchase of Services | 190,350 |
| 54000-55990 Supplies | 58,845 |
| 56000-56990 Intergovernmental | 700,000 |
| 57000-57990 Other Charges and Expenses | 625 |
| 58000-58990 Capital Outlay | 3,500 |
| TOTAL | 1,339,400 |

Human Services

510 ELECTED BOARD OF HEALTH

| | |
|-------------------------------|------------|
| 51000-51990 Personal Services | 450 |
| TOTAL | 450 |

512 BOARD OF HEALTH

| | |
|--|----------------|
| 51000-51990 Personal Services | 90,598 |
| 52000-53990 Purchase of Services | 38,167 |
| 54000-55990 Supplies | 1,600 |
| 57000-57990 Other Charges and Expenses | 1,400 |
| 58000-58990 Capital Outlay | 0 |
| TOTAL REQUEST | 131,765 |
| TOTAL APPROVED | 134,415 |

MOTION MADE: That the town increase the Board of Health budget back to the initial 3% reduction. Specifically the Board of Health budget would increase by \$2,650 from \$131,765 to \$134,415 for FY11 budget.

MOTION PASSED BY MAJORITY VOTE.

541 COUNCIL ON AGING

| | |
|--|----------------|
| 51000-51990 Personal Services | 166,808 |
| 52000-53990 Purchase of Services | 24,310 |
| 54000-55990 Supplies | 4,420 |
| 57000-57990 Other Charges and Expenses | 1,540 |
| 58000-58990 Capital Outlay | 1,000 |
| TOTAL REQUEST | 198,078 |
| TOTAL APPROVED | 197,078 |

MOTION MADE: That the budget of the Council on Aging (\$198,078) be reduced by \$1,000 to a new total of \$197,078.

MOTION PASSED UNANIMOUSLY.

Annual Town Meeting (continued)

| <i>Budget Name</i> | <i>FY 2011 Request</i> |
|--------------------|------------------------|
|--------------------|------------------------|

Human Services (continued)

542 YOUTH COMMISSION

| | |
|--|----------------|
| 51000-51990 Personal Services | 117,425 |
| 52000-53990 Purchase of Services | 4,114 |
| 54000-55990 Supplies | 1,500 |
| 57000-57990 Other Charges and Expenses | 0 |
| TOTAL REQUEST | 123,039 |
| TOTAL APPROVED | 121,799 |

MOTION MADE: That the budget of the Youth Commission (\$123,039) be reduced by \$1,240 to a new total of \$121,799.

MOTION PASSED UNANIMOUSLY.

543 VETERANS' SERVICES

| | |
|--|---------------|
| 51000-51990 Personal Services | 10,000 |
| 52000-53990 Purchase of Services | 360 |
| 54000-55990 Supplies | 375 |
| 57000-57990 Other Charges and Expenses | 25,300 |
| TOTAL | 36,035 |

Culture & Recreation

610 LIBRARY

| | |
|--|----------------|
| 51000-51990 Personal Services | 284,784 |
| 52000-53990 Purchase of Services | 29,666 |
| 54000-55990 Supplies | 73,000 |
| 57000-57990 Other Charges and Expenses | 14,800 |
| 58000-58990 Capital Outlay | 0 |
| TOTAL | 402,250 |

MOTION MADE: That the budget of the Library (\$402,250) be reduced by \$18,354 to a new total of \$383,896.

MOTION TO MOVE THE QUESTION PASSED UNANIMOUSLY.

MOTION TO REDUCE THE LIBRARY BUDGET BY \$18,354 DEFEATED BY MAJORITY VOTE.

630 RECREATION COMMISSION

| | |
|--|---------------|
| 51000-51990 Personal Services | 98,476 |
| 52000-53990 Purchase of Services | 0 |
| 54000-55990 Supplies | 024 |
| 57000-57990 Other Charges and Expenses | 0 |
| 58000-58990 Capital Outlay | 0 |
| TOTAL | 98,500 |

691 HISTORICAL COMMISSION

| | |
|----------------------------------|--------------|
| 51000-51990 Personal Services | 0 |
| 52000-53990 Purchase of Services | 1,885 |
| 54000-55990 Supplies | 115 |
| TOTAL | 2,000 |

Annual Town Meeting (continued)

| <i>Budget Name</i> | <i>FY 2011 Request</i> |
|--------------------|------------------------|
|--------------------|------------------------|

Culture & Recreation, continued

692 MEMORIAL DAY

| | |
|----------------------------------|--------------|
| 52000-53990 Purchase of Services | 350 |
| 54000-55990 Supplies | 1,500 |
| TOTAL | 1,850 |

Debt Service

710 RETIREMENT OF DEBT – GENERAL FUND

| | |
|---------------------------------|------------------|
| 59000-59490 Debt Service | |
| 59100 Principal Long Term Debt | 3,183,780 |
| 59350 Principal Short Term Debt | 0 |
| TOTAL | 3,183,780 |

750 INTEREST ON DEBT-GENERAL FUND

| | |
|-------------------------------|------------------|
| 59000-59490 Debt Service | |
| 59150 Interest Long Term Debt | 1,078,190 |
| 59250 Interest on Notes | 0 |
| TOTAL | 1,078,190 |

710 RETIREMENT OF DEBT – WATER FUND

| | |
|--------------------------------|----------------|
| 59000-59490 Debt Service | |
| 59100 Principal Long Term Debt | 195,000 |
| TOTAL | 195,000 |

750 INTEREST ON DEBT – WATER FUND

| | |
|-------------------------------|---------------|
| 59000-59490 Debt Service | |
| 59150 Interest Long Term Debt | 54,943 |
| TOTAL | 54,943 |

Unclassified

910 EMPLOYEE BENEFITS

| | |
|---|------------------|
| 51000-51990 Total Personal Services | |
| 51700 Police/Fire Accident and Workers' Comp. | 140,156 |
| 51710 Unemployment Payments | 180,000 |
| 51720 Health Insurance | 3,843,275 |
| 51730 Retirement Fund | 996,544 |
| 51740 Life Insurance | 5,847 |
| 51770 Medicare | 257,880 |
| 51780 Dental Insurance | 141,074 |
| TOTAL REQUEST | 5,564,776 |
| TOTAL APPROVED | 5,401,730 |

MOTION MADE: That the budget of the Employee Benefits (\$5,564,776) be reduced by \$163,046 to a new total of \$5,401,730.

MOTION PASSED UNANIMOUSLY.

Annual Town Meeting (continued)

| <i>Budget Name</i> | <i>FY 2011 Request</i> |
|--------------------|------------------------|
|--------------------|------------------------|

Unclassified, continued

945 LIABILITY INSURANCE

| | |
|--|----------------|
| 52000-53990 Purchase of Services | 0 |
| 57100-57990 Other Charges and Expenses | 220,110 |
| TOTAL | 220,110 |

Education

300 ELECTED SCHOL COMMITTEE

| | |
|-------------------------------|------------|
| 51000-51990 Personal Services | 500 |
| TOTAL | 500 |

SOUTHBOROUGH SCHOOLS

REGULAR DAY PROGRAMS

ADMINISTRATION

| | |
|-------------------------|---------|
| School Committee | 13,600 |
| Superintendent's Office | 96,839 |
| Administrative Support | 324,722 |

INSTRUCTION

| | |
|-----------------------------------|-----------|
| Supervision | 39,200 |
| Principals | 832,011 |
| Teaching | 6,964,352 |
| Professional Development | 64,800 |
| Textbooks & Materials | 191,928 |
| Instructional Hardware & Software | 55,444 |
| Library Services | 252,155 |
| Instructional Equipment | 69,906 |
| Guidance Services | 228,770 |

OTHER STUDENT SERVICES

| | |
|-------------------------|---------|
| Personnel Services | 500 |
| Health Services | 271,764 |
| Transportation | 367,943 |
| Athletics | 31,050 |
| Student Body Activities | 18,280 |

OPERATION AND MAINTENANCE OF BUILDINGS

| | |
|---------------------------------|-----------|
| Operation of Buildings | 1,252,735 |
| Maintenance of Buildings | 307,338 |
| Extraordinary Maintenance | 0 |
| Networking & Telecommunications | 80,131 |

FIXED CHARGES

| | |
|------------------|-------|
| Rentals & Leases | 4,101 |
|------------------|-------|

REGULAR DAY PROGRAMS

11,467,568

Education, continued**SOUTHBOROUGH SCHOOLS****SPECIAL EDUCATION PROGRAMS – Chapter 766***INSTRUCTION*

| | |
|---------------------------|-----------|
| Legal | 5,000 |
| Administrative Technology | 2,800 |
| Director | 123,581 |
| Teaching | 2,594,256 |
| Professional Development | 2,300 |
| Instructional Technology | 11,000 |
| Psychological Services | 332,063 |

OTHER STUDENT SERVICES

| | |
|---------------------|---------|
| Health Services | 37,000 |
| Transportation Sped | 271,280 |

OPERATION AND MAINTENANCE OF EQUIPMENT

| | |
|------------------------|--------|
| Operation of Equipment | 10,000 |
|------------------------|--------|

PROGRAMS, OTHER SYSTEMS IN MASSACHUSETTS

| | |
|--------------|-----------|
| Tuition, Out | 1,413,178 |
|--------------|-----------|

PROGRAMS, MEMBER OF COLLABORATIVE

| | |
|----------------------------------|---------|
| Assabet Collaborative Assessment | 1,700 |
| Tuition Out, Collaborative | 175,000 |

SPECIAL EDUCATION – CHAPTER 766 4,979,158**SUMMARY**

| | |
|---------------------------------|-------------------|
| REGULAR DAY PROGRAMS | 11,467,568 |
| SPECIAL EDUCATION – CHAPTER 766 | 4,979,158 |
| TOTAL | 16,446,726 |

MOTION MADE: To pass the School Budget.**MOTION PASSED UNANIMOUSLY.****ALGONQUIN REGIONAL HIGH SCHOOL****REGULAR DAY PROGRAMS***ADMINISTRATION*

| | |
|-------------------------|---------|
| School Committee | 63,286 |
| Superintendent's Office | 94,638 |
| Administrative Support | 331,734 |

Education, continued**ALGONQUIN REGIONAL HIGH SCHOOL****REGULAR DAY PROGRAMS***INSTRUCTION*

| | |
|-----------------------------------|-----------|
| Supervision | 77,374 |
| Principals | 627,697 |
| Teaching | 7,046,346 |
| Professional Development | 75,375 |
| Textbooks & Materials | 226,516 |
| Instructional Hardware & Software | 18,235 |
| Instructional Equipment | 24,957 |
| Library Services | 135,201 |
| Guidance Services | 593,293 |

OTHER STUDENT SERVICES

| | |
|-----------------------------------|-----------|
| Testing | 3,500 |
| Health Services | 140,146 |
| Transportation | 1,066,585 |
| Athletics/Student Body Activities | 368,989 |
| Other Student Activities | 4,500 |

OPERATION AND MAINTENANCE OF BUILDINGS

| | |
|--------------------------------------|-----------|
| Operation of Buildings | 1,323,758 |
| Maintenance of Buildings | 360,553 |
| Payment for Local Northboro Services | 50,000 |
| Networking & Telecommunications | 100,062 |

FIXED CHARGES

| | |
|----------------------|-----------|
| Rentals and Leases | 69,891 |
| Insurance | 2,716,453 |
| Retirement Liability | 252,040 |

NEW EQUIPMENT

| | |
|---------------|--------|
| New Equipment | 20,000 |
|---------------|--------|

TUITION, OTHER PUBLIC SCHOOLS

| | |
|---------------|--------|
| School Choice | 85,555 |
|---------------|--------|

REGULAR DAY PROGRAMS TOTAL**15,876,684**

Annual Town Meeting (continued)

Budget Name

FY 2011 Request

Education, continued

ALGONQUIN REGIONAL HIGH SCHOOL

SPECIAL EDUCATION PROGRAMS – CHAPTER 766

ADMINISTRATION

| | |
|---------------------------|-------|
| Legal Services | 4,000 |
| Administrative Technology | 2,800 |

INSTRUCTION

| | |
|--------------------------|---------|
| Director | 108,877 |
| Teaching | 786,900 |
| Professional Development | 3,100 |
| Textbooks | 1,500 |
| Instructional Technology | 6,500 |
| Psychological Services | 92,467 |

OTHER STUDENT SERVICES

| | |
|-----------------|--------|
| Health Services | 11,150 |
|-----------------|--------|

OPERATION AND AMINTENANCE OF BUILDINGS

| | |
|-----------------------|-------|
| New Equipment | 3,000 |
| Equipment Maintenance | 500 |

PROGRAMS, OTHER SYSTEMS IN MASSACHUSETTS

| | |
|----------------|---------|
| Tuition, Out | 243,553 |
| Transportation | 138,097 |

PROGRAMS, MEMBER OF COLLABORATIVE

| | |
|----------------------------------|---------|
| Assabet Collaborative Assessment | 2,500 |
| Tuition Out, Collaborative | 241,014 |

| | |
|--|------------------|
| SPECIAL EDUCATION – CHAPTER 766 TOTAL | 1,645,958 |
|--|------------------|

SUMMARY

| | |
|---------------------------------|-------------------|
| REGULAR DAY PROGRAMS | 15,876,684 |
| SPECIAL EDUCATION – CHAPTER 766 | 1,645,958 |
| TOTAL | 17,522,642 |

AMENDMENT MADE: That the Town reduce the Regional School Budget Southborough Assessment by \$165,965 to a new total of \$5,536,436 to reflect Southborough's assessment as per the use of the Regional agreement.

MOTION MADE TO WITHDRAW THE AMENDMENT.

MOTION PASSES UNANIMOUSLY.

Annual Town Meeting (continued)

| NORTHBOROUGH-SOUTHBOROUGH REGIONAL SCHOOL DISTRICT | | | | |
|---|---------------|--------------|--------------|------------|
| FY 2011 BUDGET & ASSESSMENTS – D.O.E. RECOMMENDED METHOD | | | | |
| RSC voted 2-24-10 | | | | |
| | | 58.68% | 41.32% | |
| | | Northboro | Southboro | |
| Step 1 | | | | |
| FY 2011 Proposed Budget | 17,522,642.00 | | | |
| Less Transportation | 1,043,285.00 | | | |
| SPED Transportation | 208,097.00 | 1,251,382.00 | | |
| Less Fixed Charges | 0.00 | | | |
| Net School Spending | 16,271,260.00 | | | |
| Less Revenues | 40,000.00 | | | |
| Subtotal | 16,231,260.00 | | | |
| Less Chapter 70 Aid – Preliminary | 2,874,614.00 | | | |
| Less State ward reimbursement | 0.00 | | | |
| Net Budget | 13,356,646.00 | | | |
| Step 2 | | | | |
| Minimum Local Contribution required by Ed Reform | 10,678,408.00 | 6,063,282.00 | 4,615,126.00 | |
| Step 3 | | | | |
| Difference between Min. Contrib. & Net budget balance | 2,678,238.00 | | | |
| Step 4 | | | | |
| Apportion Step 3 amount by agreement | | 1,571,590.06 | 1,106,647.94 | |
| Step 5 | | | | |
| Transportation Budget | 1,251,382.00 | | | |
| Less Aid to Transportation Preliminary | 509,103.00 | 742,279.00 | 435,569.32 | 306,709.68 |
| Step 6 | | | | |
| Other Operational Costs | 0.00 | | | |
| Less Revenues | 0.00 | 0.00 | | |
| Step 7 | | | | |
| Debt Payments Not Exempt from Proposition 2 1/2 | 0.00 | 0.00 | 0.00 | |
| Step 8 | | | | |
| Total assessments, Minimum local contribution plus apportionments | 14,098,925.00 | 8,070,441.38 | 6,028,483.62 | |
| Step 9 | | | | |
| Excess & Deficiency | 700,000.00 | 410,760.00 | 289,240.00 | |
| FY 2011 Assessment Not Exempt from Proposition 2 1/2 | 13,398,925.00 | 7,659,681.38 | 5,739,243.62 | |
| Step 10 | | | | |
| Debt Payments Exempt from Proposition 2 1/2 | 1,856,818.55 | 1,131,426.71 | 725,391.84 | |
| Total FY 2011 Assessment | 15,255,743.55 | 8,791,108.09 | 6,464,635.46 | |

Annual Town Meeting (continued)

| NORTHBOROUGH-SOUTHBOROUGH REGIONAL SCHOOL DISTRICT FY2011 BUDGET & ASSESSMENTS – D.O.E. RECOMMENDED METHOD RSC voted 2-24-10 | | | |
|---|---------------------|---------------|--------------|
| Assessment Comparison | | | |
| | Northborough | | |
| | Non Exempt | Exempt | Total |
| FY 2011 Assessment | 7,659,681.38 | 1,131,426.71 | 8,791,108.09 |
| FY 2010 Assessment | 7,962,258.64 | 875,871.41 | 8,838,130.05 |
| Dollar Increase | -302,577.26 | 255,555.30 | -47,021.96 |
| Percent Increase | -3.80% | 29.18% | -0.53% |
| | Southborough | | |
| | Non Exempt | Exempt | Total |
| FY 2011 Assessment | 5,739,243.62 | 725,391.84 | 6,464,635.46 |
| FY 2010 Assessment | 5,426,455.36 | 545,758.85 | 5,972,214.21 |
| Dollar Increase | 312,788.26 | 179,632.99 | 492,421.25 |
| Percent Increase | 5.76% | 32.91% | 8.25% |

| FY 2010 Minimum Contribution Adjustment Assessment Comparison | | | |
|--|---------------------|---------------|--------------|
| | Northborough | | |
| | Non Exempt | Exempt | Total |
| FY 2011 Assessment | 7,659,681.38 | 1,131,426.71 | 8,791,108.09 |
| FY 2010 Minimum Contribution Adjustment | 36,843.00 | | 36,843.00 |
| Adjusted FY 2011 Assessment | 7,696,524.38 | 1,131,426.71 | 8,827,951.09 |
| FY 2010 Assessment | 7,962,258.64 | 875,871.41 | 8,838,130.05 |
| Dollar Increase | -265,734.26 | 255,555.30 | -10,178.96 |
| Percent increase | -3.34% | 29.18% | -0.12% |
| | Southborough | | |
| | Non Exempt | Exempt | Total |
| FY 2011 Assessment | 5,739,243.62 | 725,391.84 | 6,464,635.46 |
| FY 2010 Minimum Contribution Adjustment | -36,843.00 | | -36,843.00 |
| Adjusted FY 2011 Assessment | 5,702,400.62 | 725,391.84 | 6,427,792.46 |
| FY 2010 Assessment | 5,426,455.26 | 545,758.85 | 5,972,214.11 |
| Dollar Increase | 275,945.36 | 179,632.99 | 455,578.35 |
| Percent Increase | 5.09% | 32.91% | 7.63% |

MOTION TO PASS THE ALGONQUIN SCHOOL BUDGET PASSED UNANIMOUSLY.

Annual Town Meeting (continued)

| Budget Name | FY 2011 Request |
|--|------------------------|
| ASSABET VALLEY REGIONAL VOCATIONAL SCHOOL | |
| General Administration (School Committee) | 10,950 |
| District Administration (Superintendent) | 222,731 |
| Finance & Admin. Services | 25,000 |
| Finance & Business Office | 354,941 |
| Human Resources Benefits, Personnel | 65,500 |
| Legal Services | 40,000 |
| Legal Settlements | 0 |
| Districtwide Information Management | 22,500 |
| Districtwide Academic Leadership | 246,498 |
| Curriculum Directors (Supervisory) | 260,063 |
| Department Heads (Non-Supervisory) | 288,843 |
| School Building Leadership | 22,000 |
| Principal's Office | 154,801 |
| Instruction-Teaching Services | 6,518,651 |
| Specialist Teachers | 538,927 |
| Medical/Therapeutic Services | 5,000 |
| Librarians/Media Center Directors | 104,562 |
| Professional Development | 85,400 |
| Director of Curr./Professional Development | 76,875 |
| Prof. Dev. Stipends, Providers, Expenses | 14,850 |
| Instructional Materials and Equipment | 239,285 |
| Textbooks and Related Software | 82,500 |
| Instructional Equipment | 0 |
| Instructional Technology | 48,000 |
| Audio/Visual | 2,000 |
| Guidance | 487,538 |
| Testing and Assessment | 39,550 |
| Psychological Services | 113,000 |
| Attendance and Parent Liaison Services | 30,720 |
| Health Services | 90,485 |
| Student Transportation Services | 1,167,452 |
| Athletic Services | 417,246 |
| Other Student Services | 127,352 |
| School Security | 57,000 |
| Operations and Maintenance of Plant | 81,173 |
| Custodial Services | 606,000 |
| Heating of Buildings | 675,500 |
| Utility Services | 161,000 |
| Maintenance of Grounds | 109,700 |
| Maintenance of Buildings | 329,900 |
| Maintenance of Equipment | 5,500 |
| Extraordinary Maintenance | 0 |
| Networking and Telecommunications | 70,257 |
| Technology Maintenance | 98,000 |
| Employee Retirement | 200,000 |
| Insurance Programs Employees | 1,983,250 |
| Non-Employee Insurance | 140,500 |
| Acquisition and Improvement of Sites | 50,000 |
| Acquisition and Improvement of Buildings | 155,000 |

Annual Town Meeting (continued)

| <i>Budget Name</i> | <i>FY 2011 Request</i> |
|--------------------|------------------------|
|--------------------|------------------------|

ASSABET VALLEY REGIONAL VOCATIONAL SCHOOL

| | |
|--|-------------------|
| Acquisition and Improvement of Equipment | 0 |
| Capital Technology | 85,000 |
| Replacement of Equipment | 86,000 |
| Replacement of Motor Vehicles | 84,000 |
| Tuition to Collaboratives | 19,000 |
| TOTAL | 16,900,000 |
| SOUTHBORO ASSESSMENT | 139,496 |

NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL

| | |
|-----------------------------------|---------------|
| Tuition/Transportation Assessment | 28,218 |
| TOTAL | 28,218 |

MOTION MADE: To table Article 7 to calculate the total.

MOTION PASSED UNANIMOUSLY.

At 11:10 p.m. **MOTION** was made to adjourn Annual Town Meeting to Tuesday, April 13, 2010 at 7:30 p.m.

MOTION PASSED UNANIMOUSLY.

***Annual Town Meeting
Adjourned Session
April 13, 2010***

At the Adjourned ANNUAL TOWN MEETING duly called and held in the P. Brent Trotter Middle School, Southborough, on Tuesday, April 13, 2010 at 7:30 p.m. the following Articles were voted on in a legal manner. There was a quorum present (100 Voters = quorum); 244 voters were present.

| | | |
|-----------|---------------------|-----------------|
| Checkers: | Doriann Jasinski | Lidia A. Kiley |
| | Janet M.E. Mattioli | Linda C. Hubley |
| | Joyce Macknauskas | Delia Mulvaney |

The following Tellers were appointed by Moderator David A. Coombs and sworn-in by Town Clerk, Paul J. Berry:

| | | |
|----------|-------------------------|-------------------------|
| Tellers: | Carl S. Anderson, Jr. | 15 Gilmore Road |
| | Alfred C. Hamilton | 35 Pine Hill Road |
| | Andrew S. Mills | 2 MacNeill Drive |
| | Charles R. O'Connell | 191 Main Street |
| | George M. Pedersen, Jr. | 11 Strawberry Hill Road |
| | Beth A. Rosenbloom | 5 Strawberry Hill Road |

The Town Moderator, David A. Coombs, called the Adjourned Annual Town Meeting to order at 7:40 p.m. The boundaries of the Auditorium were outlined by the Moderator to include all of the floor area. The cafeteria was set up for the non-registered (non-voting) public to view Town Meeting from a television with live cable viewing of the Town Meeting.

Annual Town Meeting (continued)

The Town Moderator noted the receipt of the return of the posting of the Warrant for ARTICLES 7-26 for the Adjourned Annual Town Meeting by the Constable.

The Town Moderator had requests from the following non-voters to attend the Annual Town Meeting. There being no objections from the floor, it was voted to allow the following non-voters to remain:

Brian Ballantine, Finance Director
Jane Cain, Library Director
Paul Cibelli, Town Assessor
Karen Galligan, DPW Superintendent
Charles Gobron, Superintendent of Schools
David Gusmini, Building Inspector
Vanessa D. Hale, Assistant Town Administrator
Russell Horne, Historical Society
Michelle Jenkins, Assistant Town Clerk
Jean Kitchen, Town Administrator
Vera L. Kolias, Town Planner
Pam LeFrancois, Senior Center Director
Cheryl Levesque, Director of Business, Southborough Schools
Naomi Magnoni, Library Assistant
John D. Mauro, Jr., Fire Chief
Carla McAuliffe, Town Accountant
Paul Pisinski, Board of Health Agent
Jane T. Moran, Police Chief
Ewa Pytowska, Assistant Superintendent of Southborough Schools
Phil Rinehart, Facilities Manager
Jean Tower, Director of Technology, Southborough Schools
John Woodsmall, Town Engineer

ARTICLE 8: To see if the Town will vote to raise and appropriate, borrow and appropriate or transfer from available funds the sum of \$250,000 for the maintenance of Town roads, or do or act anything in relation thereto.

Proposed by: DEPARTMENT OF PUBLIC WORKS

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *This money is used for the Town's paving contract and other street maintenance contracts such as crack sealing and infrared repair.*

MOTION MADE: That the Town vote to raise and appropriate the sum of \$150,000 for the maintenance of Town roads.

AMENDMENT TO MOTION: That the Town appropriate \$200,000 by raising \$100,000 and transfer \$100,000 from the stabilization fund.

AMENDMENT DEFEATED.

MOTION PASSED UNANIMOUSLY.

MOTION MADE: That the Town reconsider the Police Budget.
Requires a 2/3 vote.

MOTION DEFEATED.

Annual Town Meeting (continued)

ARTICLE 9: To see if the Town will vote to raise and appropriate, borrow and appropriate or transfer from available funds a sum of money for General Government capital items for the following purposes:

| # | ITEM | TOTAL | Recommend | Recommend |
|----|---|-----------|---------------------|--------------------|
| | | | ADVISORY | SELECTMEN |
| 1. | Public Works Equipment | \$140,000 | SUPPORT \$42,000 | AT TOWN MEETING |
| 2. | Public Works Equipment-Water | \$50,000 | SUPPORT | SUPPORT |
| 3. | 1 4-door full size sedan police cruiser | \$30,000 | NOT SUPPORT | SUPPORT |

, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: See above

Advisory Committee Recommendation: See above

Summary: 1. To purchase a USED 35,000 GVW cab and chassis with a dump body and plow (to replace a 1979 35,000 GVW cab and chassis with a sander body); a NEW stainless steel sander insert; a NEW diesel 4x4 pick-up truck with a plow (to replace a 1999 pick-up truck).
2. To replace a 2003 gasoline 2WD service utility truck with a NEW diesel 4WD service utility truck with plow package and plow.
3. To replace one police cruiser- cruiser # 106 (with 98,741 miles) currently used as a police detail vehicle. The new cruiser will become a "main line cruiser" and cruiser # 107 (with 82,040 miles) will become the new detail cruiser. Cruiser # 106 will be traded in.

MOTION MADE: That the Town vote to raise and appropriate the sum of \$98,000 for public works equipment; transfer from Water reserves the sum of \$50,000 for public works equipment; and raise and appropriate \$30,000 for one full size sedan police cruiser.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 10: To see if the Town will vote to raise and appropriate, or transfer the sum of \$133,730 for Cordaville Hall Planning, authorized at the January 21, 2006 Special Town Meeting Article 7 and to establish a new account for the purpose of capital improvements to Cordaville Hall and the Town House, or do or any act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: To design, engineer and renovate the large hall at the senior center to install a hung ceiling, folding panel walls and an air conditioning system, replacement of the existing front entry door and cement pad at the Board of Health entrance; and the rebuilding of the two chimneys and replacement of the fascia molding at the Town House.

MOTION MADE: That the Town vote to transfer the sum of \$133,730 for Cordaville Hall Planning, authorized at the January 21, 2006 Special Town Meeting Article 7 and to establish a new account for the purpose of capital improvements to Cordaville Hall and the Town House.

MOTION PASSED BY MAJORITY VOTE.

Annual Town Meeting (continued)

ARTICLE 11: To see if the Town will vote to transfer \$15,000 from overlay surplus account for the purpose of hiring a professional appraiser to assist the Board of Assessors in defending valuation cases involving litigation, or do or act anything in relation thereto.

Proposed by: BOARD OF ASSESSORS

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *This article is intended to provide funding for the Board of Assessors to hire a professional real estate appraiser who will provide appraisal services and expert testimony for cases being litigated before the Commonwealth of Massachusetts Appellate Tax Board.*

MOTION MADE: That the Town vote to transfer the sum of \$15,000 from the overlay surplus account for the purpose of hiring a professional appraiser to assist the Board of Assessors in defending valuation cases involving litigation.

MOTION PASSED UNANIMOUSLY.

ARTICLE 12: To see if the Town will vote to authorize the School Committee to enter into a three year bus transportation contract with the option to renew the contract for a fourth and fifth year in accordance with Chapter 30B Section 12(b), or do or act anything in relation thereto.

Proposed by: SOUTHBOROUGH SCHOOLS

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *This article will authorize the Southborough School Committee to enter into a 3 year bus transportation contract with the option to extend it for a fourth and fifth year.*

MOTION MADE: That the Town will vote to authorize the School Committee to enter into a three year bus transportation contract with the option to renew the contract for a fourth and fifth year in accordance with Chapter 30B Section 12(b).

MOTION PASSED UNANIMOUSLY.

ARTICLE 13: To see if the Town will vote to raise and appropriate, borrow and appropriate or transfer from available funds the sum of \$89,527 for purchase or lease of technology equipment for the Southborough Public Schools, or do or act anything in relation thereto.

Proposed by: SOUTHBOROUGH SCHOOLS

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: Support

Summary: *This is a yearly article to update the computer technology in the Southborough schools.*

MOTION MADE: That the Town vote to transfer from the stabilization fund, the sum of \$89,527 for purchase or lease of technology equipment for the Southborough Public Schools. Requires a 2/3 vote.

MOTION PASSED: Yes: 40 No: 1

ARTICLE 14: To see if the Town will vote to raise and appropriate, borrow and appropriate or transfer from available funds the sum of \$72,422 for the ongoing maintenance of capital equipment and systems associated with town buildings and facilities. The Town Facilities Manager, or Town Administrator in his absence, shall recommend appropriate projects to the Board of Selectmen. The Board of Selectmen shall approve all expenditures under this article. The Town Facilities Manager shall report all funded projects to the Capital Budget Planning and Advisory Committees, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *This article will provide for the maintenance and repair of capital equipment and systems associated with the Town's buildings and facilities.*

Annual Town Meeting (continued)

MOTION MADE: That the Town vote to raise and appropriate the sum of \$72,422 for the ongoing maintenance of capital equipment and systems associated with town buildings and facilities. The Town Facilities Manager, or Town Administrator in his absence, shall recommend appropriate projects to the Board of Selectmen. The Board of Selectmen shall approve all expenditures under this article. The Town Facilities Manager shall report all funded projects to the Capital Budget Planning and Advisory Committees.

MOTION PASSED UNANIMOUSLY.

MOTION MADE: TO RECONSIDER THE BOARD OF HEALTH BUDGET.
Requires a 2/3 vote.

MOTION MADE TO MOVE THE QUESTION PASSED UNANIMOUSLY.

MOTION MADE TO RECONSIDER WAS DEFEATED.

Yes: 1 No: 40

ARTICLE 15: To see if the Town will vote to raise and appropriate, borrow and appropriate or transfer from available funds and appropriate, the sum of \$30,000 to perform a feasibility study to determine the construction costs and fees associated with replacing aboveground utilities in ground on Main Street between Fay School and East Main Street, or do or act anything in relation thereto.

Proposed by: DEPARTMENT OF PUBLIC WORKS

Board of Selectmen Recommendation: Not Support

Advisory Committee Recommendation: Not Support

Summary: *This article will fund the feasibility study required for the Town to determine the viability and costs associated with replacing aboveground utilities in ground on this section of Main Street as a non-participatory part of the Main Street reconstruction project. (Federal and state funding cannot be used to construct this work or perform the feasibility study).*

MOTION MADE: TO POSTPONE THIS ARTICLE INDEFINETLEY.

MOTION PASSED UNANIMOUSLY.

ARTICLE 16: To see if the Town will vote to raise and appropriate, borrow and appropriate or transfer from available funds the sum of \$33,000 to perform a drainage analysis of Parkerville Road south of the Mass Pike, or do or act anything in relation thereto.

Sponsored by: DEPARTMENT OF PUBLIC WORKS

Board of Selectmen Recommendation: Not Support

Advisory Committee Recommendation: Not Support

Summary: *This article will provide data collection and hydrologic and hydraulic analysis for the properties of the section of Parkerville Road south of the Mass Pike that experience chronic flooding. A report will be prepared that will develop alternatives to reduce the occurrence of flooding and will serve as a cost benefit analysis for the Town to obtain MEMA funding to construct one of the alternatives.*

MOTION MADE: TO POSTPONE THIS ARTICLE INDEFINETLEY.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 17: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, \$50,000 for the purpose of paying to retirees the amount due for accrued vacation and sick time, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *This article will fund any vacation and sick pay due to employees upon their retirement.*

Annual Town Meeting (continued)

MOTION MADE: That the Town vote to raise and appropriate the sum of \$30,000 for the purpose of paying to retirees the amount due for accrued vacation and sick time.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 18: To see if the Town will vote to amend the Code of the Town of Southborough, Chapter 207 Vehicles and Traffic, Article II Authority and Duties of Police as follows:

Delete §207-2 Authority to Direct Traffic in its entirety and insert in its place the following:

§ 207-2 Authority to Direct Traffic

The Chief of Police or the Chief's designee is hereby authorized to temporarily close any way, as defined by Massachusetts General Laws Chapter 90C Section 1, when the Chief or the Chief's designee deems it necessary in the interest of public safety.

Delete § 207-3 Temporary Street Closings in its entirety and insert in its place the following:

§ 207-3 Temporary Street Closings and Parking Restrictions

The Chief of Police or the Chief's designee is hereby authorized to temporarily prohibit parking on any way or part thereof, in impending or existing emergencies; to allow work to be performed upon, under, above or adjacent to any way; for lawful assemblage, demonstration or procession; or when it is necessary in the interest of public safety.

In the case of an emergency, the Chief of Police or the Chief's designee may order the towing and removal of vehicles at the expense of the owner of the vehicle. Public safety emergency vehicles are exempt.

Delete § 207-4 Temporary Parking Prohibitions in its entirety and insert in its place the following:

§207-4 Temporary Traffic Plans

Except upon the consent of the Chief of Police or the Chief's designee, no person shall place, stand, or park a motor vehicle, trailer, construction equipment, other equipment or other vehicle of any kind, nor shall they place goods or materials of any kind, upon any way, including the travel way, parking lanes, sidewalk, or other public appurtenances there to, (1) with the intent to open said street or highway or to perform work or services upon, under, above or adjacent to said way, or (2) in such a manner or condition that the movement of vehicles or pedestrians upon or within said street or highway is blocked or impeded.

The Chief of Police or the Chief's designee shall determine appropriate traffic control measures including the erecting of temporary signs, cones, lights, detours, the use of a police officer, or the use of a police officer in the capacity as a private detail, a road flagger, or other measures. It shall be the responsibility of the Chief of Police or the Chief's designee to review, and when the Chief or the Chief's designee concurs, to approve all construction and safety plans within the Town of Southborough.

Delete §207-5 Exceptions in its entirety

, or do or act anything in relation thereto.

Proposed by: POLICE CHIEF

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Not Support

Summary: *This by law change will modernize the language to fit today's needs, and enable the Town, through the Police Chief to work with the Commonwealth of Massachusetts in determining when and where, either police details or flaggers will be needed for road construction projects, as opposed to the State having sole control.*

MOTION MADE: That the Town vote to amend the Code of the Town of Southborough, Chapter 207 Vehicles and Traffic, Article II Authority and Duties of Police as printed in the warrant.

MOTION DEFEATED.

Annual Town Meeting (continued)

MOTION MADE: To take Article 7 off the table.

MOTION PASSED UNANIMOUSLY.

MOTION MADE: That the Town vote to raise a sum of money not to exceed the sum of \$43,119,053 as may be necessary for the Town's use, and make appropriations of the same.

| | |
|---|------------------------|
| Transfer from the Cemetery Perpetual care | 15,000.00 |
| Stabilization Fund | |
| Transfer from Free Cash | 1,255,534.00 |
| Transfer from Overlay Reserve | 185,000.00 |
| Transfer from Ambulance Fund, | |
| Receipts Reserved (Fund 23) | 200,000.00 |
| Transfer from Aerial Ladder Donation Fund | 28,600.00 |
| Transfer from Septic Betterment Fund | 50,112.00 |
| Transfer from Premium Reserve | 345.00 |
| Transfer from SBAB Reserve Reimb. | 24,772.00 |
| Transfer from Water Reserve | 65,000.00 |
| Transfer from various articles: | |
| 2,157.50 | Article 15 ATM 4-9-07 |
| 92.70 | Article 11 ATM 4-14-08 |
| 10,309.03 | Article 11 ATM 4-14-08 |
| 697.00 | Article 11 ATM 4-14-08 |
| 23,200.00 | Article 17 ATM 4-9-07 |
| 1,885.62 | Article 17 ATM 4-9-07 |
| 1,550.00 | Article 12 ATM 4-14-08 |
| 1,378.15 | Article 23 ATM 4-9-07 |
| 5,000.00 | Article 2 STM 4-13-92 |
| Transfer from various articles(less than 1,000 – debt.) | |
| 315.00 | Article 22 ATM 4-13-04 |
| 663.00 | Article 3 STM 1-21-06 |
| 363.00 | Article 43 ATM 4-13-98 |

That the balance of \$41,247,079 be raised and appropriated.

AMENDMENT MADE: To amend the main motion by transferring \$417,473 from the stabilization fund and the balance of \$40,829,606 be raised and appropriated. Requires a 2/3 vote.

MOTION MADE TO MOVE THE QUESTION PASSED BY MAJORITY VOTE.

MOTION WITH AMENDMENT PASSED: YES: 174 NO: 22

ARTICLE 19: To see if the Town will vote to amend the Code of the Town of Southborough, Section 3- 6 entitled Sale of Property by:

Striking the following language:

Any officer or board in charge of a department may, with the approval of the Board of Selectmen, sell any personal property or material lawfully in custody of and belonging to such department and no longer needed and which does not exceed \$500 in value. No property of the Town of value in excess of \$200 shall be sold except at public auction, after not less than seven days' notice in one or more newspapers published in the Counties of Worcester and Middlesex"

And inserting in its place:

Any officer or board in charge of a department may, with the approval of the Board of Selectmen, sell any personal property or material lawfully in custody of and belonging to such department and no longer needed and which does not exceed \$2,000 in value. No property of the Town of

Annual Town Meeting (continued)

value in excess of \$1,000 shall be sold except at public auction, after not less than seven days' notice in one or more newspapers published in the Counties of Worcester and Middlesex"

, or do or act anything in relation thereto.

Proposed by: BOARD OF SELECTMEN

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: Support

Summary: *This article allows a department head, with approval of the Board of Selectmen, to sell town property whose value is over \$2,000 with the caveat that any item over \$1,000 must be sold at public auction.*

MOTION MADE: That the Town vote to amend the Code of the Town of Southborough, Section 3- 6 entitled Sale of Property as printed in the warrant.

MOTION PASSED UNANIMOUSLY.

ARTICLE 20: To see if the Town will vote to accept the report of the Community Preservation Committee for the FY 2011 Community Preservation Projected Receipts and act upon the recommendations of the Community Preservation Committee and to set aside for later expenditure, certain sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the Massachusetts General Laws, as follows:

| | |
|---|--------------|
| Estimated Surcharge Receipts (based on Town Treasurer's projections): | \$248,370.00 |
| State Match (projected State match)..... | \$69,543.60 |
| Total Projected Revenue..... | \$317,913.60 |

Set Aside- Open Space

\$31,791.36 to be set aside, held in the Community Preservation Fund, and spent in FY2011 or later years for acquisition, creation or preservation of open space, and for the rehabilitation and/or restoration of open space acquired under the Community Preservation Act.

Set Aside – Historic Preservation

\$31,791.36 to be set aside, held in the Community Preservation Fund, and spent in FY2011 or later years for the acquisition, preservation, rehabilitation and restoration of historic resources.

Set Aside – Community Housing

\$31,791.36 to be set aside, held in the Community Preservation Fund, and spent in FY2011 or later years for the creation, preservation and support of community housing, and for the rehabilitation and/or restoration of community housing acquired under the Community Preservation Act.

Administrative Costs – Community Preservation Committee

\$15,895.68 to defray the administrative and operating expenses of the Community Preservation Committee in FY2011 for the Community Preservation Fund (discretionary)

Set Aside - Discretionary

Reserved For CPF (General Unreserved Fund) \$ 206,643.84

FY 2009 Interest/Adjustments

To accept \$17,704.00 of interest/adjustments received in FY10 and to set aside 10% in each of the Historic, Open Space and Housing Reserve Accounts and 70% to the General Reserve Account.

\$ 1,770.40 Set Aside – Open Space

\$ 1,770.40 Set Aside – Community Housing

\$ 1,770.40 Set Aside – Historic Preservation

\$ 12,392.80 – CPF (Budgeted Reserve/Discretionary)

, or take any other action relative thereto.

Annual Town Meeting (continued)

Proposed by: COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: Support

Summary: These set asides are an annual requirement under the Community Preservation Act.

MOTION MADE: That the Town vote to accept the report of the Community Preservation Committee for the FY 2011 Community Preservation Projected Receipts and act upon the recommendations of the Community Preservation Committee and to set aside for later expenditure, certain sums of money from the Community Preservation Fund established pursuant to Chapter 44B of the Massachusetts General Laws, as printed in the warrant.

MOTION PASSED UNANIMOUSLY.

ARTICLE 21: To see if the Town will vote to appropriate \$70,000 of which \$33,561.76 from the CPA Housing Reserve Fund and \$36,438.24 from the CPA General Unreserved Fund, as requested by the Southborough Affordable Housing Trust. Monies will be used for the purchase and/or construction of new affordable housing in accordance with the Southborough Affordable Housing Trust rules and regulations, and in compliance with the Community Preservation Act. Said funds to be expended under the direction of the Community Preservation Committee, or take any other action thereto.

Proposed by: COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: Support

Summary: Funds from the CPA and from Southborough's inclusionary zoning bylaw used in the flexible structure of the Housing Trust Fund will allow the Town to act quickly and creatively in meeting the Town's affordable housing needs.

MOTION MADE: That the Town vote to appropriate \$70,000 of which \$33,561.76 from the CPA Housing Reserve Fund and \$36,438.24 from the CPA General Unreserved Fund, as requested by the Southborough Affordable Housing Trust. Monies will be used for the purchase and/or construction of new affordable housing in accordance with the Southborough Affordable Housing Trust rules and regulations, and in compliance with the Community Preservation Act. Said funds to be expended under the direction of the Community Preservation Committee.

MOTION PASSED UNANIMOUSLY.

ARTICLE 22: To see if the Town will vote to appropriate \$186,277.50 of which \$33,561.76 from the Open Space Reserve Fund, and \$152,715.74 from the CPA General Unreserved Fund, to be applied to the Chestnut Hill Bond for the purpose of open space. Said funds to be expended under the direction of the Community Preservation Committee; or take any other action thereto.

Proposed by: COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: Support

Summary: This article is the Community Preservation Fund's portion of the annual payment of the bond funding for the preservation of Chestnut Hill Farm.

MOTION MADE: That the Town vote to appropriate \$186,277.50 of which \$33,561.76 from the Open Space Reserve Fund, and \$152,715.74 from the CPA General Unreserved Fund, to be applied to the Chestnut Hill Bond for the purpose of open space. Said funds to be expended under the direction of the Community Preservation Committee.

MOTION PASSED BY MAJORITY VOTE.

Annual Town Meeting (continued)

ARTICLE 23: To see if the Town will vote to appropriate the sum of \$50,000 of which \$33,561.76 will derive from the Historical Reserve Fund, and \$16,438.24 from the CPA General Unreserved Fund for preconstruction costs for the creation of the Stony Brook Museum, for the purpose of Historic Preservation, and authorize the Southborough Board of Selectmen to enter into a long term lease agreement with the Commonwealth of Massachusetts upon terms and conditions and with any sublease arrangement that they determine appropriate to the Town, for the Nichols House located at the Sudbury Reservoir #5 Dam. Said funds to be expended under the direction of the Community Preservation Committee, or take any other action thereto.

Proposed by: COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: Support

Summary: Russell Horne, member of the Southborough Historical Society is requesting the funds for the preconstruction construction cost and preliminary plans for the creation of the Stony Brook Museum on the property known as the Nichols House. Once preliminary plans are created they will be used to apply for federal and state grants, for a 2.8 million dollar American History Museum. It is believed that the Commonwealth of Massachusetts will lease the property to the Town, and the Town will sublease the building for a museum.

MOTION MADE: That the Town vote to appropriate the sum of \$50,000 of which \$33,561.76 will derive from the Historical Reserve Fund, and \$16,438.24 from the CPA General Unreserved Fund for preconstruction costs for the creation of the Stony Brook Museum, for the purpose of Historic Preservation, and authorize the Southborough Board of Selectmen to enter into a long term lease agreement with the Commonwealth of Massachusetts upon terms and conditions and with any sublease arrangement that they determine appropriate to the Town, for the Nichols House located at the Sudbury Reservoir #5 Dam. Said funds to be expended under the direction of the Community Preservation Committee.

Requires a 2/3 vote.

MOTION PASSED UNANIMOUSLY.

ARTICLE 24: To see if the Town will vote to appropriate \$42,360 from the General Unreserved Fund for the proposed completing the Southborough Triangle Park, for the purpose of recreation. Said funds to be expended under the direction of the Community Preservation Committee; or take any other action thereto.

Proposed by: COMMUNITY PRESERVATION COMMITTEE

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: Support

Summary: Monies will be used to complete the landscaping and plantings for the Triangle Park.

MOTION MADE: That the Town vote to appropriate \$42,360 from the General Unreserved Fund for the proposed completing the Southborough Triangle Park, for the purpose of recreation. Said funds to be expended under the direction of the Community Preservation Committee.

MOTION PASSED BY MAJORITY VOTE.

ARTICLE 25: To see if the Town will vote to accept as a public way Wells Lane, together with a drainage easement and a landscape easement land described as "Record Drainage Easment" and as a "Rec.5' W. Landsc.Easment." respectively from Edgewood Construction LLC as described on a plan entitled "Acceptance Plan of Wells Lane, in Southborough, MA", prepared by Thomas Land Surveyors and Engineering Consultants, Inc., dated March 11, 2010, or do or act anything in relation thereto.

Proposed by: PLANNING BOARD

Board of Selectmen Recommendation: At Town Meeting

Advisory Committee Recommendation: Support contingent on Planning Board approval

Annual Town Meeting (continued)

Summary: *The purpose of this article is to accept Wells Lane as a public way; its construction and subsequent maintenance complies with the town's rules and regulations and as such may now be accepted as a permanent public way in the town.*

MOTION MADE: That the Town vote to accept as a public way, Wells Lane together with a drainage easement and 5 foot wide landscape easements from Edgewood Construction, LLC as shown on a plan entitled "Acceptance of Wells Lane, in Southborough, MA", prepared by Thomas Land Surveyors and Engineering Consultants, Inc. dated March 11, 2010" a copy of which is on file with the Town Clerk. Requires a 2/3 vote.

MOTION PASSED UNANIMOUSLY.

ARTICLE 26: To see if the Town will vote pursuant to Massachusetts General Laws, Chapter 44 § 53E ½ to authorize the use of a revolving fund for the following purposes:

| |
|--|
| 1. Immunization/emergency dispensing clinic for the Board of Health to a maximum of \$6,500. |
| 2. Inspection services for the Sealer of Weights and Measures, Plumbing Inspector and Wiring Inspector for receipts to a maximum of \$80,000. |
| 3. Recreation Commission for 9-11 Field Maintenance and usage to a maximum of \$50,000. |
| 4. Local Wetland Filing fees for Conservation Commission departmental and consultant costs for review, issuance and monitoring of projects to a maximum of \$50,000. |
| 5. Public Safety and Public Works departments for responding to incidents involving hazardous material to a maximum of \$75,000. |
| 6. CPR classes by the Fire Department for the cost of running CPR classes to a maximum of \$6,500. |
| 7. Conservation Commission for the cost of running the community garden to a maximum of \$1,000. |

, or do or act anything in relation thereto.

Proposed by: BOARD OF HEALTH, BOARD OF SELECTMEN, RECREATION COMMISSION AND CONSERVATION COMMISSION

Board of Selectmen Recommendation: Support

Advisory Committee Recommendation: Support

Summary: *This article, which provides for revolving funds must be approved annually and will:*

- 1. Allow the Board of Health to collect fees for vaccines and use these fees to offset the costs of running the immunization clinic;*
- 2. To use the fees collected for the Sealer of Weights and Measures, Plumbing and Wiring Inspector to pay the inspectors;*
- 3. Allow the Recreation Commission to collect rental fees for use of 9-11 field to pay for maintenance for the field and pay DCR an annual field usage fee;*
- 4. To use fees collected under the Southborough Wetland By Law and Regulations to cover departmental and consultant costs incurred for the review, issuance and ongoing monitoring of permitted projects;*
- 5. To use money collected from hazardous incidents to cover the departmental expense related to the incident;*
- 6. The money collected will cover the cost of running CPR classes;*
- 7. The fees collected from plot rentals to cover the costs of running the Community Gardens.*

MOTION MADE: That the Town vote pursuant to Massachusetts General Laws, Chapter 44 § 53E ½ to authorize the use of a revolving fund for the following purposes:

1. Immunization/emergency dispensing clinic for the Board of Health to a maximum of \$6,500.
2. Inspection services for the Sealer of Weights and Measures, Plumbing Inspector and Wiring Inspector for receipts to a maximum of \$80,000.
3. Recreation Commission for 9-11 Field Maintenance and usage to a maximum of \$50,000.

Annual Town Meeting (continued)

4. Local Wetland Filing fees for Conservation Commission departmental and consultant costs for review, issuance and monitoring of projects to a maximum of \$50,000.
5. Public Safety and Public Works departments for responding to incidents involving hazardous material to a maximum of \$75,000.
6. CPR classes by the Fire Department for the cost of running CPR classes to a maximum of \$6,500.
7. Conservation Commission for the cost of running the community garden to a maximum of \$1,000.

MOTION PASSED UNANIMOUSLY.

At 10:10 PM, it was unanimously voted to dissolve the ANNUAL TOWN MEETING.

A True Copy

Attest:

Paul J. Berry, Town Clerk

Annual Town Election

Monday, May 10, 2010

TOWN MODERATOR 1 year

Vote for One

| | |
|-----------------|------|
| David A. Coombs | 1255 |
| All Others | 6 |
| Blanks | 358 |
| Total | 1619 |

BOARD OF SELECTMEN 3 years

Vote for One

| | |
|--------------------------|------|
| Salvatore M. Giorlandino | 606 |
| John F. Rooney, III | 1002 |
| All Others | 1 |
| Blanks | 10 |
| Total | 1619 |

BOARD OF COMMISSIONERS OF TRUST FUNDS 3 years

Vote for One

| | |
|------------------|------|
| Nicolas A. McCoy | 1130 |
| All Others | 2 |
| Blanks | 487 |
| Total | 1619 |

BOARD OF ASSESSORS 3 years

Vote for One

| | |
|------------------|------|
| Shirley A. Bator | 1134 |
| All Others | 5 |
| Blanks | 480 |
| Total | 1619 |

BOARD OF HEALTH 3 years

Vote for One

| | |
|-------------------|------|
| Desheng Wang | 536 |
| Mary Lou Woodford | 793 |
| All Others | 2 |
| Blanks | 288 |
| Total | 1619 |

BOARD OF TRUSTEES LIBRARY 3 years

Vote for not more than Two

| | |
|----------------------|------|
| Marguerite H. Landry | 1086 |
| Richard J. Wallace | 869 |
| All Others | 3 |
| Blanks | 1280 |
| Total | 3238 |

BOARD OF TRUSTEES LIBRARY 2 years

Vote for One

| | |
|--------------------|------|
| Beth A. Rosenbloom | 1158 |
| All Others | 2 |
| Blanks | 459 |
| Total | 1619 |

SOUTHBOROUGH SCHOOL COMMITTEE

3 years *Vote for One*

| | |
|------------------|------|
| Deborah S. Keefe | 1153 |
| All Others | 2 |
| Blanks | 464 |
| Total | 1619 |

NORTHBOROUGH/SOUTHBOROUGH REGIONAL SCHOOL DISTRICT

COMMITTEE, SOUTHBOROUGH

CANDIDATE 3 years

(Southborough Vote) *Vote for One*

| | |
|-------------------|------|
| Daniel L. Kolenda | 1197 |
| All Others | 2 |
| Blanks | 420 |
| Total | 1619 |

NORTHBOROUGH/SOUTHBOROUGH REGIONAL SCHOOL DISTRICT

COMMITTEE, SOUTHBOROUGH

CANDIDATE 3 years

(Northborough Vote) *Vote for One*

| | |
|-------------------|-----|
| Daniel L. Kolenda | 229 |
| All Others | 0 |
| Blanks | 72 |
| Total | 301 |

NORTHBOROUGH/SOUTHBOROUGH REGIONAL SCHOOL DISTRICT

COMMITTEE, NORTHBOROUGH

CANDIDATE 3 years

(Southborough Vote) *Vote for One*

| | |
|---------------|------|
| Joan G. Frank | 1074 |
| All Others | 2 |
| Blanks | 543 |
| Total | 1619 |

***Annual Town Election
Monday, May 10, 2010***

NORTHBOROUGH/SOUTHBOROUGH

REGIONAL SCHOOL DISTRICT
COMMITTEE, NORTHBOROUGH

CANDIDATE 3 years
(Northborough Vote) *Vote for One*

| | |
|---------------|-----|
| Joan G. Frank | 246 |
| All Others | 0 |
| Blanks | 55 |
| Total | 301 |

PLANNING BOARD 5 years

Vote for One

| | |
|-----------------|------|
| Lisa M. Braccio | 187 |
| Paul M. Cimino | 817 |
| Andrew S. Mills | 515 |
| All Others | 0 |
| Blanks | 100 |
| Total | 1619 |

SOUTHBOROUGH HOUSING AUTHORITY

5 years *Vote for One*

| | |
|---------------------|------|
| Robert P. Jachowicz | 18 |
| All Others | 39 |
| Blanks | 1562 |
| Total | 1619 |

A true copy:

Attest: _____

Paul. J. Berry, Town Clerk

State Primary
Tuesday, September 14, 2010

Democratic Party

GOVERNOR

| | |
|-------------------|-----|
| Deval L. Patrick | 315 |
| Blanks | 89 |
| All Others | 3 |
| Charles D. Baker | 1 |
| Timothy P. Cahill | 2 |
| Total | 410 |

LIEUTENANT GOVERNOR

| | |
|-------------------|-----|
| Timothy P. Murray | 326 |
| Blanks | 83 |
| All Others | 1 |
| Total | 410 |

ATTORNEY GENERAL

| | |
|----------------|-----|
| Martha Coakley | 323 |
| Blanks | 87 |
| All Others | 0 |
| Total | 410 |

SECRETARY OF STATE

| | |
|------------------------|-----|
| William Francis Galvin | 326 |
| Blanks | 83 |
| All Others | 1 |
| Total | 410 |

TREASURER

| | |
|-------------------|-----|
| Steven Grossman | 264 |
| Stephen J. Murphy | 102 |
| Blanks | 44 |
| All Others | 0 |
| Total | 410 |

AUDITOR

| | |
|--------------------|-----|
| Suzanne M. Bump | 178 |
| Guy William Glodis | 137 |
| Mike Lake | 68 |
| Blanks | 27 |
| All Others | 0 |
| Total | 410 |

REPRESENTATIVE IN CONGRESS, Third District

| | |
|-------------------|-----|
| James P. McGovern | 338 |
| Blanks | 72 |
| Write Ins | 0 |
| Total | 410 |

COUNCILLOR, Third District

| | |
|----------------------------|-----|
| Marilyn M. Petitto Devaney | 195 |
| Corey A. Belanger | 97 |
| Blanks | 117 |
| All Others | 1 |
| Total | 410 |

SENATOR IN GENERAL COURT, Middlesex and Worcester District

| | |
|-------------------|-----|
| James B. Eldridge | 307 |
| Blanks | 103 |
| All Others | 0 |
| Total | 410 |

REPRESENTATIVE IN GENERAL COURT, Fourth Middlesex District

| | |
|----------------------|-----|
| (Precinct 1) | |
| Danielle W. Gregoire | 119 |
| Blanks | 44 |
| All Others | 0 |
| Total | 163 |

REPRESENTATIVE IN GENERAL COURT, Eighth Middlesex District

| | |
|-------------------|-----|
| (Precincts 2 & 3) | |
| Carolyn C. Dykema | 213 |
| Blanks | 34 |
| All Others | 0 |
| Total | 247 |

DISTRICT ATTORNEY, Middle District

| | |
|----------------------|-----|
| Joseph D. Early, Jr. | 321 |
| Blanks | 89 |
| All Others | 0 |
| Total | 410 |

SHERIFF, Worcester County

| | |
|-----------------|-----|
| Scot J. Bove | 141 |
| Thomas J. Foley | 209 |
| Blanks | 59 |
| All Others | 1 |
| Total | 410 |

State Primary
Tuesday, September 14, 2010

Republican Party

GOVERNOR

| | |
|-------------------|-----|
| Charles D. Baker | 529 |
| Blanks | 45 |
| All Others | 0 |
| Scott Lively | 6 |
| Timothy P. Cahill | 1 |
| Total | 581 |

LIEUTENANT GOVERNOR

| | |
|------------------|-----|
| Richard R. Tisei | 469 |
| Blanks | 106 |
| All Others | 0 |
| Keith H. Davis | 6 |
| Total | 581 |

ATTORNEY GENERAL

| | |
|------------------|-----|
| Blanks | 453 |
| All Others | 8 |
| Guy A. Carbone | 30 |
| James P. McKenna | 90 |
| Total | 581 |

SECRETARY OF STATE

| | |
|---------------------|-----|
| William C. Campbell | 434 |
| Blanks | 147 |
| All Others | 0 |
| Total | 581 |

TREASURER

| | |
|-----------------|-----|
| Karyn E. Polito | 489 |
| Blanks | 92 |
| All Others | 0 |
| Total | 581 |

AUDITOR

| | |
|---------------------|-----|
| Mary Z. Connaughton | 486 |
| Kamal Jain | 32 |
| Blanks | 62 |
| All Others | 0 |
| Guy William Glodis | 1 |
| Total | 581 |

REPRESENTATIVE IN CONGRESS, Third District

| | |
|-------------------|-----|
| Robert J. Chipman | 12 |
| Robert A. Delle | 88 |
| Brian J. Herr | 170 |
| Martin A. Lamb | 133 |
| Michael P. Stopa | 129 |
| Blanks | 49 |
| All Others | 0 |
| Total | 581 |

COUNCILLOR, Third District

| | |
|------------|-----|
| Blanks | 580 |
| All Others | 1 |
| Total | 581 |

SENATOR IN GENERAL COURT, Middlesex and Worcester District

| | |
|--------------------|-----|
| George M. Thompson | 414 |
| Blanks | 167 |
| All Others | 0 |
| Total | 581 |

REPRESENTATIVE IN GENERAL COURT, Fourth Middlesex District

| | |
|----------------|-----|
| (Precinct 1) | |
| Steven L. Levy | 159 |
| Blanks | 46 |
| All Others | 0 |
| Total | 205 |

REPRESENTATIVE IN GENERAL COURT, Eighth Middlesex District

| | |
|-------------------|-----|
| (Precincts 2 & 3) | |
| Blanks | 372 |
| All Others | 4 |
| Total | 376 |

DISTRICT ATTORNEY, Middle District

| | |
|------------|-----|
| Blanks | 574 |
| All Others | 7 |
| Total | 581 |

SHERIFF, Worcester County

| | |
|----------------------|-----|
| Lewis G. Evangelidis | 414 |
| Blanks | 164 |
| All Others | 3 |
| Total | 581 |

State Primary
Tuesday, September 14, 2010

Libertarian Party

GOVERNOR

| | |
|------------|---|
| Blanks | 1 |
| All Others | 1 |
| Total | 2 |

LIEUTENANT GOVERNOR

| | |
|------------|---|
| Blanks | 2 |
| All Others | 0 |
| Total | 2 |

ATTORNEY GENERAL

| | |
|------------|---|
| Blanks | 2 |
| All Others | 0 |
| Total | 2 |

SECRETARY OF STATE

| | |
|------------|---|
| Blanks | 2 |
| All Others | 0 |
| Total | 2 |

TREASURER

| | |
|------------|---|
| Blanks | 2 |
| All Others | 0 |
| Total | 2 |

AUDITOR

| | |
|------------|---|
| Blanks | 2 |
| All Others | 0 |
| Total | 2 |

REPRESENTATIVE IN CONGRESS, Third

| | |
|------------|---|
| District | |
| Blanks | 2 |
| All Others | 0 |
| Total | 2 |

COUNCILLOR, Third District

| | |
|------------|---|
| Blanks | 2 |
| All Others | 0 |
| Total | 2 |

SENATOR IN GENERAL COURT, Middlesex
and Worcester District

| | |
|------------|---|
| Blanks | 2 |
| All Others | 0 |
| Total | 2 |

REPRESENTATIVE IN GENERAL COURT,
Fourth Middlesex District

| | |
|--------------|---|
| (Precinct 1) | |
| Blanks | 1 |
| All Others | 0 |
| Total | 1 |

REPRESENTATIVE IN GENERAL COURT,
Eighth Middlesex District

| | |
|-------------------|---|
| (Precincts 2 & 3) | |
| Blanks | 1 |
| All Others | 0 |
| Total | 1 |

DISTRICT ATTORNEY, Middle District

| | |
|------------|---|
| Blanks | 2 |
| All Others | 0 |
| Total | 2 |

SHERIFF, Worcester County

| | |
|------------|---|
| Blanks | 2 |
| All Others | 0 |
| Total | 2 |

A true copy:

Attest: _____
Paul J. Berry, Town Clerk

State Election
Tuesday, November 2, 2010

GOVERNOR AND LIEUTENANT

GOVERNOR *Vote for One*

| | |
|---------------------|------|
| Patrick and Murray | 1833 |
| Baker and Tisei | 2441 |
| Cahill and Loscocco | 195 |
| Stein and Purcell | 43 |
| All Others | 5 |
| Blanks | 17 |
| Total | 4534 |

ATTORNEY GENERAL *Vote for One*

| | |
|------------------|------|
| Martha Coakley | 2481 |
| James P. McKenna | 1991 |
| All Others | 5 |
| Blanks | 57 |
| Total | 4534 |

SECRETARY OF STATE *Vote for One*

| | |
|------------------------|------|
| William Francis Galvin | 2420 |
| William C. Campbell | 1834 |
| James D. Henderson | 114 |
| All Others | 1 |
| Blanks | 165 |
| Total | 4534 |

TREASURER *Vote for One*

| | |
|-----------------|------|
| Steven Grossman | 1847 |
| Karyn E. Polito | 2540 |
| All Others | 0 |
| Blanks | 147 |
| Total | 4534 |

AUDITOR *Vote for One*

| | |
|-----------------------------|------|
| Suzanne M. Bump | 1361 |
| Mary Z. Connaughton | 2758 |
| Nathanael Alexander Fortune | 137 |
| All Others | 0 |
| Blanks | 278 |
| Total | 4534 |

REPRESENTATIVE IN CONGRESS

Third District *Vote for One*

| | |
|-------------------|------|
| James P. McGovern | 2208 |
| Martin A. Lamb | 2091 |
| Patrick J. Barron | 111 |
| All Others | 1 |
| Blanks | 123 |
| Total | 4534 |

COUNCILLOR - Third District

Vote for One

| | |
|----------------------------|------|
| Marilyn M. Petitto Devaney | 1972 |
| Nicholas A. Iannuzzi | 1917 |
| All Others | 3 |
| Blanks | 642 |
| Total | 4534 |

SENATOR IN GENERAL COURT

Middlesex & Worcester District *Vote for One*

| | |
|--------------------|------|
| James B. Eldridge | 1953 |
| George M. Thompson | 2234 |
| All Others | 0 |
| Blanks | 347 |
| Total | 4534 |

REPRESENTATIVE IN GENERAL COURT

Fourth Middlesex District

Vote for One (Precinct 1)

| | |
|----------------------|------|
| Danielle W. Gregoire | 646 |
| Steven L. Levy | 877 |
| All Others | 0 |
| Blanks | 86 |
| Total | 1609 |

REPRESENTATIVE IN GENERAL COURT -

Eighth Middlesex District

Vote for One (Precinct 2 & 3)

| | |
|-------------------|------|
| Carolyn C. Dykema | 1751 |
| Jonathan A. Loya | 754 |
| All Others | 3 |
| Blanks | 417 |
| Total | 2925 |

DISTRICT ATTORNEY *Vote for One*

| | |
|----------------------|------|
| Joseph D. Early, Jr. | 2877 |
| All Others | 36 |
| Blanks | 1621 |
| Total | 4534 |

SHERIFF *Vote for One*

| | |
|----------------------|------|
| Lewis G. Evangelidis | 2185 |
| Thomas J. Foley | 1669 |
| Keith E. Nicholas | 268 |
| All Others | 4 |
| Blanks | 408 |
| Total | 4534 |

State Election
Tuesday, November 2, 2010

QUESTION 1: Law Proposed by Initiative Petition
Sales Tax on Alcoholic Beverages

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 4, 2010?

SUMMARY

This proposed law would remove the Massachusetts sales tax on alcoholic beverages and alcohol, where the sale of such beverages and alcohol or their importation into the state is already subject to a separate excise tax under state law. The proposed law would take effect on January 1, 2011.

A *YES VOTE* would remove the state sales tax on alcoholic beverages and alcohol where their sale or importation into the state is subject to an excise tax under state law.

A *NO VOTE* would make no change in the state sales tax on alcoholic beverages and alcohol

| | | | |
|-----|------|--------|------|
| Yes | 2419 | Blanks | 79 |
| No | 2036 | Total | 4534 |

QUESTION 2: Law Proposed by Initiative Petition
Comprehensive Permits for Low- or Moderate- Income Housing

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 4, 2010?

SUMMARY

This proposed law would repeal an existing state law that allows a qualified organization wishing to build government-subsidized housing that includes low- or moderate-income units to apply for a single comprehensive permit from a city or town's zoning board of appeals (ZBA), instead of separate permits from each local agency or official having jurisdiction over any aspect of the proposed housing. The repeal would take effect on January 1, 2011, but would not stop or otherwise affect any proposed housing that had already received both a comprehensive permit and a building permit for at least one unit.

Under the existing law, the ZBA holds a public hearing on the application and considers the recommendations of local agencies and officials. The ZBA may grant a comprehensive permit that may include conditions or requirements concerning the height, site plan, size, shape, or building materials of the housing. Persons aggrieved by the ZBA's decision to grant a permit may appeal it to a court. If the ZBA denies the permit or grants it with conditions or requirements that make the housing uneconomic to build or to operate, the applicant may appeal to the state Housing Appeals Committee (HAC).

After a hearing, if the HAC rules that the ZBA's denial of a comprehensive permit was unreasonable and not consistent with local needs, the HAC orders the ZBA to issue the permit. If the HAC rules that the ZBA's decision issuing a comprehensive permit with conditions or requirements made the housing uneconomic to build or operate and was not consistent with local needs, the HAC orders the ZBA to modify or remove any such condition or requirement so as to make the proposal no longer uneconomic. The HAC cannot order the ZBA to issue any permit that would allow the housing to fall below minimum safety standards or site plan requirements. If the HAC rules that the ZBA's action was consistent with local needs, the HAC must uphold it even if it made the housing uneconomic. The HAC's decision is subject to review in the courts.

A condition or requirement makes housing "uneconomic" if it would prevent a public agency or non-profit organization from building or operating the housing except at a financial loss, or it would prevent a limited dividend organization from building or operating the housing without a reasonable return on its investment.

A ZBA's decision is "consistent with local needs" if it applies requirements that are reasonable in view of the regional need for low- and moderate-income housing and the number of low-income persons in the city

or town, as well as the need to protect health and safety, promote better site and building design, and preserve open space, if those requirements are applied as equally as possible to both subsidized and unsubsidized housing. Requirements are considered "consistent with local needs" if more than 10% of the city or town's housing units are low- or moderate-income units or if such units are on sites making up at least 1.5% of the total private land zoned for residential, commercial, or industrial use in the city or town. Requirements are also considered "consistent with local needs" if the application would result, in any one calendar year, in beginning construction of low- or moderate-income housing on sites making up more than 0.3% of the total private land zoned for residential, commercial, or industrial use in the city or town, or on ten acres, whichever is larger.

The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

A YES VOTE would repeal the state law allowing the issuance of a single comprehensive permit to build housing that includes low- or moderate-income units.

A NO VOTE would make no change in the state law allowing issuance of such a comprehensive permit.

| | | | |
|-----|------|--------|------|
| Yes | 2126 | Blanks | 214 |
| No | 2194 | Total | 4534 |

QUESTION 3: Law Proposed by Initiative Petition Sales and Use Tax Rates

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 4, 2010?

SUMMARY

This proposed law would reduce the state sales and use tax rates (which were 6.25% as of September 2009) to 3% as of January 1, 2011. It would make the same reduction in the rate used to determine the amount to be deposited with the state Commissioner of Revenue by non-resident building contractors as security for the payment of sales and use tax on tangible personal property used in carrying out their contracts.

The proposed law provides that if the 3% rates would not produce enough revenues to satisfy any lawful pledge of sales and use tax revenues in connection with any bond, note, or other contractual obligation, then the rates would instead be reduced to the lowest level allowed by law.

The proposed law would not affect the collection of moneys due the Commonwealth for sales, storage, use or other consumption of tangible personal property or services occurring before January 1, 2011.

The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

A YES VOTE would reduce the state sales and use tax rates to 3%.

A NO VOTE would make no change in the state sales and use tax rates.

| | | | |
|-----|------|--------|------|
| Yes | 2168 | Blanks | 56 |
| No | 2310 | Total | 4534 |

QUESTION 4 (Precinct 1 ONLY) THIS QUESTION IS NOT BINDING

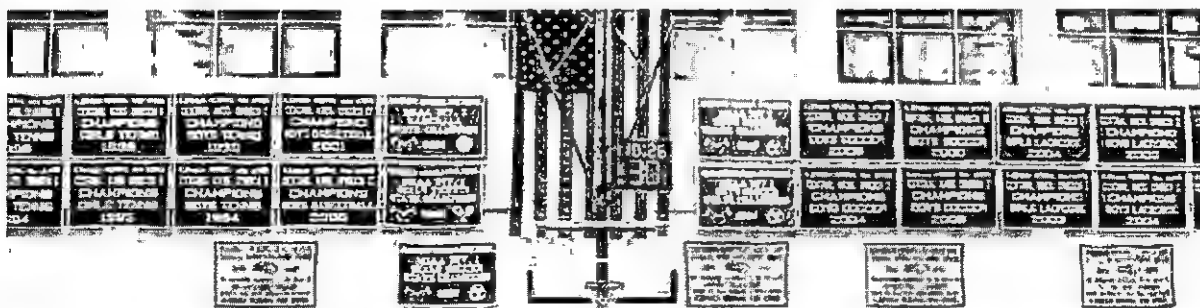
Shall the state representative from this district be instructed to support legislation that would establish health care as a human right regardless of age, state of health or employment status, by creating a single payer health insurance system like Medicare that is comprehensive, cost effective, and publicly provided to all residents of Massachusetts?

| | | | |
|-----|-----|--------|------|
| Yes | 708 | Blanks | 166 |
| No | 735 | Total | 1609 |

A true copy:

Attest: _____
Paul J. Berry, Town Clerk

EDUCATION



Photos by Chris Wraight

Algonquin's collection of championship banners for girls' and boys' teams grows—and grows!

Southborough School Committee

Marybeth R. Strickland
Kathleen Harragan
Deborah S. Keefe
Susan P. Dargan
Jack Kessler

Chairperson
Vice Chairperson
Secretary

Administration

Charles E. Gobron
A.B., M.Ed., Ed.D.

Superintendent of Schools

Ewa Pytowska
B.A., M.Ed., C.A.G.S.

Assistant Superintendent of Schools

Barbara E. Goodman
B.S., M.Ed.

Director of Student Support Services

Linda P. Andrews
B.A., M.Ed., C.A.G.S.

Assistant Director of Student Support Services

Cheryl L. Levesque
B.S.

Director of Business

Jean E. Tower
B.S., M.A., C.A.G.S.

Director of Technology

Cheryl M. Lepore
Pauline D. Joncas
Sandra J. Burgess

Administrative Assistant to the Superintendent
Central Office Secretary
Administrative Assistant to the Director of
Student Support Services
Administrative Assistant to the Assistant
Superintendent and Director of Technology

Bernadette M. Noel

Business Secretary

Jolene A. Chapski
Nena H. Wall
Deborah A. Gabriau
Lois S. McMahon
Sheri-Lynne Matthews
Robin A. Mason
Pamela E. Hite
Leeanne Wilkie
Suzanne L. Houle

Personnel Coordinator
Personnel Clerk
Receptionist/Secretary
Budget Officer
Financial Coordinator - Northborough
Financial Coordinator - Southborough
Financial Coordinator - Algonquin
Financial Clerk

Business Office

53 Parkerville Road
Southborough, MA 01772

Office Hours:
Telephone:
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8:00 a.m. - 4:30 p.m.
(508) 486-5115
(508) 486-5123

Superintendent's Report

Charles E. Gobron, Ed.D.

Superintendent of Schools

During 2010, we faced serious fiscal constraints as we prepared a budget that would meet the needs of our preK-8 students and, at the same time, take into account the financial difficulties and challenges of our present economy. I am happy to report that we experienced a strong sense of collaboration among Southborough's appointed and elected officials as well as the many parents, teachers, and community members who worked together to ensure that the educational needs of our students would be met. We did experience a number of staff reductions in the budget, but these were mitigated in part by the decision of faculty and staff members to willingly opt for a furlough day rather than face further budgetary reductions. The spirit of cooperation among Southborough's many stakeholders has certainly been appreciated.

2010 will also be remembered for the extensive media coverage that bullying prevention and intervention measures received. Anti-bullying legislation, passed last spring by the Massachusetts legislature, widened the definition of bullying to include cyberbullying and expanded the obligations of the school in terms of documenting and reporting acts of bullying. It is interesting to note that Southborough began serious consideration of anti-bullying initiatives ten years ago, the Southborough Organization for Schools (SOS) played a large part in supporting these efforts. The recent legislation set new requirements for professional development for staff and mandated curriculum initiatives in the area of bullying prevention and intervention. We have responded to this legislation by creating a Southborough K-8 bullying and prevention plan that was filed with the state Department of Elementary and Secondary Education (DESE) by the December 31st deadline. We held a public hearing on the plan and, since it serves as a living document, the plan has been posted on our web site where further comments can be made at any time. Again, the continued support of parents and the entire community is essential in this effort. We are all in this together!

Our strong commitment to continuous learning was also evident in 2010. We have been fortunate that Southborough has had a long history of exemplary professional development practices. This past year we continued to stress the importance of 21st Century Skills, making sure our students are exposed to the kind of skills they will need for future success—collaboration, critical thinking, creativity, and communication. We have used a variety of funding sources to expand the integration of technology to support teaching, learning, and the organizational needs of our schools. We have been working on several stimulating and important business and higher education partnerships that will help our faculty and students be exposed to current strategies and research-based practices. All these efforts are connected to our primary mission as a district of maximizing student achievement, social responsibility, and lifelong learning in supportive and personalized learning environments.

As Superintendent of Schools, I continue to be grateful for the excellent leadership of our school principals, the knowledge, dedication, and enthusiasm displayed by our faculty members, and the tremendous assistance offered by our talented support staff. I appreciate the invaluable help offered by two remarkable organizations, the Southborough Organization for Schools and the Southborough Education Foundation (SEF). Our schools enjoy an excellent reputation not only because of the hard work of our educators, students, and parents, but also because of the interest and investment in student learning made by the entire Southborough community.

Mary E. Finn School

Mary A. Ryan, Principal

The Mary E. Finn School provides a rich learning environment for all our students. Following the Professional Learning Community (PLC) framework, the staff meets weekly during team meetings, staff meetings, and curriculum planning meetings to reflect on their instructional strategies, curriculum goals, benchmarks, and assessment tools. The curriculum is consistent in all classrooms at each grade

Mary E. Finn School (continued)

level. However, teachers are encouraged to use their creativity, their special talents, and their knowledge of their students to provide all learners with varied learning experiences.

The Finn teachers continue to implement the programs initiated by the district math committee. These programs provide a consistency of curriculum across the grade levels. The teachers continually evaluate the programs and assessments to ascertain their effectiveness for all types of learners. This ongoing practice of reflection results in a strong curriculum base that is embraced by the staff.

The development of the whole child is a core value at Finn. We feel that unless the children develop the prerequisites of learning (e.g. self-responsibility, respect, and kindness), they will not be successful lifelong learners. To this end we spend a great deal of time teaching and modeling positive social interactions, making good choices, and learning together as a school community. It is important that children begin to use good decision and problem-solving strategies.

The 2009-2010 School Council prepared a very comprehensive School Improvement Plan for the 2010-2011 school year. The council is made up of parents, staff, and a community representative. Goal #1 Academic Excellence - focus on social studies. Goal #2 Safe School Environment - we will be developing guidelines as mandated by the Anti-bullying Act. Our goal is to provide all students with a safe environment in which to learn, grow, and maintain a healthy lifestyle. Goal #3 Fostering Community Connections - continue outreach to the less fortunate through food pantry donations, clothing drives, and "Pennies for Patients" collections. We will also continue our yearly cultural awareness activities, which are developed and implemented by parents. Goal #4 High Performance Staff - focus on keeping our staff healthy and energized professionally, physically, and emotionally.

The Finn School strives to work together as a community of learners.

Albert S. Woodward Memorial School
James B. Randell, Principal

It is a pleasure to submit the annual town report for the Albert S. Woodward Memorial School. The Woodward School has 313 students that occupy the building for the 2010-2011 school year. There are eight second grade and eight third grade classrooms. We offer a wide range of services to meet individual student needs including special education, reading support, speech and language, occupational therapy, and physical therapy. The entire student body has an opportunity to participate in physical education, art, music, library, and computer education. Our third grade students participate in recorder instruction and have the option to participate in string instrument instruction as well.

There are a few new members of the staff this year: Heather Dubois, art teacher, and Colleen McClune and Lindsay Burgess special education staff. We welcome them to the Woodward School community and the community of Southborough. Brooke Perry, second grade teacher and Margie Lubanko, special education teacher, also joined the Woodward staff this year. Both teachers were transferred to the Woodward School from the Finn School.

Southborough Organization of Schools continues to be a strong support for the Woodward School. The co-chairs this last year were Rachel Zides and Sally Fodor. The leadership teams along with the many parents that chair and participate in the various subcommittees have been vital to the support of the school. Thanks to SOS, the Woodward School will have a visit from an author, two field trips per grade level, several enrichment and cultural events, and many additional resources. Research has proven again and again that the best schools in America are the ones that have a strong school and home connection, and I am proud that Woodward is one of those schools.

Albert S. Woodward Memorial School (continued)

This year we are excited to add interactive whiteboards in each of our classrooms. The boards bring various teaching practices and lessons to life. During the past school year, staff has participated in training to utilize the boards to their fullest potential. We continue to learn more amazing ways to use this technological resource. We would like to thank our Southborough Education Foundation and our parent group, SOS, for donating the funds to make it possible to install the boards in our classrooms.

We have a beautiful addition to the entrance to our school. For the past two years, students worked with art teachers Mrs. Gleason and Mrs. Caras to complete a tile project called "The Nature of Southborough." The project was a collaboration between the Woodward School Council and the Local Arts Council. Parents on the council wanted to find a way that they could be involved in a project that helped children connect with their community. The end results were ten wooden panels each housing 35 six-by-six inch ceramic tiles with various visual representations of our town as seen through the eyes of our children. A special thank you is extended to Dr. Erin Wheatley, School Council Co-chair and her husband Paul Murphy, for all of their efforts in making this project possible.

I thank the Woodward School Council for their initiatives during the past year and for supporting our School Improvement Plan. Our School Council during the 2009-2010 year included parent representatives: Jill Vroman, Erin Wheatley and Marnie Hoolahan, and teacher representatives: Amy Benford, Allison Garand and Lori Winer.

Please visit our web site to remain current with the wonderful things that are happening at the Albert S. Woodward Memorial School (www.nsboro.k12.ma.us/woodward).

Margaret A. Neary School
Linda A. Murdock, Interim Principal

We are pleased to submit the 2010 annual report for the Margaret A. Neary Elementary School. The Neary School was opened in August 1970, and currently has an enrollment of 370 students in the 4th and 5th grades. This past fall, on the 40th day of the school year, we held a 40th birthday party for Neary to celebrate its rich history of teaching and learning. During this past year at Neary, our work has focused on two essential and interrelated areas: developing and maintaining a positive school climate, and providing appropriate academic challenge for every student. Our goal as an upper elementary school, serving students at this important developmental stage in their lives, is to provide challenging and stimulating learning in a safe, nurturing environment within which students can take risks and grow, both academically and socially.

At Neary, we began the 2010-2011 school year with our "One School, One Read" program, in which all students and adults in the school participated in reading and discussing the same book, and continued our focus on community with a whole school trip to hear a jazz concert at Mechanics Hall. Toward the end of October, students and teachers participated in a "living flag" project, and sent copies of the resulting picture along with the 75 boxes of candy from our Halloween candy drive to soldiers in Iraq and Afghanistan. Staff and students are also participating in a year-long program supporting the Southborough Food Pantry, as well as other whole-school activities and initiatives. One of our major initiatives this year has been to begin each week with a whole-school meeting. At this meeting, we greet each other, say the Pledge of Allegiance, celebrate birthdays, make announcements, and enjoy presentations by students and teachers. School meeting strengthens our school community by providing a place where everyone comes together to celebrate accomplishments and solve problems. As always, we are also continuing to work on helping our students develop good social skills and improve how they treat each other, through a variety of different approaches, including both special events and curriculum-embedded work.

Margaret A. Neary School (continued)

On the academic front, Neary's excellent teachers constantly strive for continuous improvement in teaching and learning. This year, the "CAFÉ" reading program is being implemented throughout the school, providing structure and challenge for students at all levels. In the 4th grade, a team-teaching model has been designed to foster both inclusion and differentiation. Technology initiatives include the installation of additional Eno boards, the 5th grade science keynote projects (which incorporate critical thinking, science content learning, presentation and technology skills, and test preparation), use of iTouches for many different applications, and use of flip video cameras in classrooms. The school schedule has been revised this year to provide for school meeting, whole-school Open Circle time, joint 4th and 5th grade classroom time, flex time for 5th graders, and literacy and math blocks in both grades. Approximately two-thirds of our students are involved in our excellent music program – band, orchestra, and/or chorus – and our students' wonderful artwork is displayed throughout the school. Throughout the year, there are also many special activities, most combining academic focus with building community, creating traditions that both contribute to students' learning and strengthen our school community.

As always, we are also focusing on maintaining good communications and a strong partnership with parents and the community. Our school is enriched by the many hours of volunteering that our parents and community members devote to assisting our children, helping to make the learning experience a richer one for our students. As always, we thank the Southborough community for its strong support of our work.

P. Brent Trottier Middle School

Keith T. Lavoie, Interim Principal

This is the thirteenth annual report for the P. Brent Trottier Middle School, which opened in August 1998 and currently has an enrollment of 499 students in the 6th through 8th grades. Our school was expanded in 2003-2004, and is a spacious and beautiful building for teaching and learning. It also serves as a community center for a variety of activities and programs.

For the past few years our School Improvement Plan has focused on two interrelated areas: developing and maintaining a positive environment for teaching and learning, and fostering a place that exemplifies caring and respect. At this developmental stage, meeting the needs of our students in all aspects of their lives is a priority. To achieve this goal, we provide a learning environment that allows for academic challenge and social development. We are also continuing our work on effective differentiated instruction, improving transitions for our students, and teacher professional development.

Based on our goal of fostering an environment of caring and respect, our faculty is working with the new anti-bullying legislation to fine-tune our approach. Our pro-community focus helps define bullying for our school. We have worked to craft a clear set of guidelines to help us navigate this sensitive subject. The community's involvement will be a key component to reduce the occurrences of bullying at our school.

During the 2009-2010 school year, we made many gains toward achieving the goals in our School Improvement Plan. We solidified online progress reports for students and parents. We enhanced our communication system with parents through the use of our web site and email distribution lists. We are also fortunate to be the recipient of a number of Southborough Education Foundation grants, which are geared towards improving instruction through the use of technology. To enhance our connection with Algonquin Regional High School, our World Language Department is actively observing and meeting with the high school teachers to improve the transition process. We are proud of these developments, however we are constantly evaluating our curriculum and procedures in order to keep improvement flowing. The needs of our students are constantly changing and we need to respond accordingly.

Last year, all of our 8th graders met the minimum requirement of community service. We had several Trottier students honored with the President's Student Service Challenge Award. Many students earned a silver award (50-100 hours of community service) and some earned a gold award (over 100 hours

of community service). We are proud of our students' achievements and we appreciate the support we receive from the Southborough community.

Student Support Services

Barbara E. Goodman, Director

Students who are challenged by disabilities, learning differences or life events beyond their control often require specialized supports to be successful. The Southborough district maintains a comprehensive Student Support Team in each building to ensure that all students successfully access curriculum and make effective progress. Members of each Student Support Team partner with general education teachers to provide students with appropriate interventions and remedial instruction. The supports offered are customized to meet the unique challenges that individual students encounter.

Student Support Teams, along with classroom teachers and building principals, meet regularly to identify children who may need supportive interventions. These multidisciplinary teams informally assess children in their classrooms and create new opportunities for students to demonstrate their accomplishments. Short or long-term plans may be developed and reviewed regularly to ensure that every student works toward success. Student progress is continuously monitored on an individual level as well as at the district level to ensure that all children meet appropriate standards.

The Southborough district, like all districts in the Commonwealth, continues to see an increase in the number of children with autism, fragile medical conditions, mental health issues and complex learning challenges. A continuum of programs for our most complex, challenged learners is now well established preK through Grade 8 in collaboration with the Northborough K-8 district. Each of the district's programs successfully educates our children in the least restrictive setting, the neighborhood school, and ensures that all students have the opportunity to learn and grow from each other.

The district is benefitting from the second year of a two-year, federal stimulus grant designated specifically for special education services. While this grant will dissolve at the end of the 2011 fiscal year, funding has been extraordinarily helpful in supporting our work by maintaining staff and increasing professional expertise that directly expands the district's capacity to support our most complex and fragile learners.

Curriculum, Instruction, and Professional Development

Ewa Pytowska, Assistant Superintendent of Schools

Professional Development: For the Teachers by the Teachers

The Professional Development Committee, staffed by educators representing all three districts, organizes the district-wide Professional Development Program that supports all staff in their individual professional growth. The Committee is co-chaired by Ewa Pytowska, Assistant Superintendent of Schools and Melinda Kement, a Peaslee School teacher and long-time member of the Committee. The Committee promotes the goals of lifelong learning, choice and opportunity that support adult development, meaningful growth experiences for all, and educational practices that are valued and aligned with the district philosophy. In 2010, all teachers, support staff, administrators and guests from other districts were introduced to the many advantages of the web-based registration process newly adopted. The annual program included over 40 workshops that offered many paths to expanding educators' knowledge and skills. Reflecting teachers' interests, talents and needs, workshops were organized in three strands:

- Exploring Content and Content Related Pedagogy
- Supporting Learning for Students, Teachers & Administrators
- Inspiring Learning through Technology

Curriculum, Instruction, and Professional Development (continued)

In addition to district-wide professional days, two school-based days support the needs specific to each school. On the opening day, district staff was introduced to the new legislation regarding bullying prevention.

On the second day, Neary School teachers engaged in an all-day program on *Teaching for Understanding, Creativity and Innovation*. At the Woodward School, the topic was *Bullying and Adverse Childhood Experiences*. Finn School teachers focused on *Maintaining a Safe and Respectful School Community*. In all three elementary schools, the programs were facilitated by the principals. Trottier Middle School administrators, Interim Principal Keith Lavoie and Interim Assistant Principal Gary Hreschuk, focused the teachers' efforts on *Making Data Work: Collecting, Utilizing and Reflecting on Data*. The program was supported by the teachers' ongoing work with Dr. Mary Ann Byrne, a consultant known for her expertise regarding *Response to Intervention* throughout the state and beyond.

It has been a tradition in the district to annually offer a course, entitled "*Instruction for All Students*." Offered again in 2010, the course underscores the importance of standards-based education and of teaching strategies that are grounded in current research. Of the 33 participants, nine are Southborough teachers and staff.

Mentoring ensures that new hires are supported by experienced educators who meet with mentees on a regular basis to review curriculum and instruction, classroom management and other topics of interest. It is required by the Massachusetts Department of Elementary and Secondary Education.

The district is committed to ongoing Professional Development regarding the needs of English Language Learners (ELLs). Three teachers certified by the Department of Elementary and Secondary Education as trainers provide the required *Category* training. In 2010, Category II, *Enhancing English Language Learning in Elementary Classrooms*, and IVB, *Reading and Writing for English Language Learners in Sheltered Elementary Classrooms*, were offered district-wide. The training sessions offer insight into cultural and linguistic differences, sheltered English and literacy instruction for ELL students.

Looking to the Future: Curriculum and Instruction Committees

District-wide curriculum committees influence and shape instructional and programmatic decisions made in all schools. In 2010, some curriculum teams welcomed new chairs and/or co-chairs, including the *Early Childhood Committee*, *Social Studies*, *Elementary English Language Arts* and *Fine and Performing Arts*. Overall, five Southborough educators hold leadership roles. Committee work includes curriculum development and revisions, articulation of concepts and skills across grade levels, alignment of district benchmarks and assessments with state curriculum frameworks, and sharing of elementary curricula and instructional strategies between Northborough and Southborough.

The Early Childhood Study Team is chaired by Nancy Bauman from the Finn School. Team efforts resulted in increasing collaboration between preschool and kindergarten teachers thus strengthening the transition process for the students.

The English Language Arts Curriculum Teams are co-chaired by Valerie Burdette, an English teacher at Algonquin, Mary Ellen Shields, a reading specialist in Southborough and Sylvia Pabreza, a reading specialist in Northborough. At the elementary level, the team continued to refine the district writing program, including development of rubrics and common procedures for administering writing prompts as an assessment tool. The secondary team focused on conventions of writing, expository writing genre and the need to coordinate expectations between grades eight and nine.

The Elementary Mathematics Curriculum Team, chaired by Karyn Fisher from the Woodward School, focused on developing a consistent mathematics vocabulary across the elementary grades. It also continued to focus on understanding and concept development. The team promotes understanding of

Curriculum, Instruction, and Professional Development (continued)

mathematical ideas and application of concepts to problem solving as core expectations of mathematics education. ***The Secondary Mathematics Team***, chaired by Tom Griffin, a Trottier Middle School teacher, continues to focus on the needs of underperforming students. In 2010, the team initiated training with the ASSISTments project at Worcester Polytechnic Institute.

The Science, Technology, and Engineering Curriculum Team is co-chaired by Kristen MacDonald from Proctor School, Lori Gompf from Trottier Middle School, and Lori Zanini from Algonquin Regional High School. Team members are involved in aligning the Scope and Sequence of science units and performance assessment tasks.

K-12 Social Studies Curriculum Team is co-chaired by Nate Uttaro, Algonquin social studies teacher and Ariella Greenspan, a teacher at Peaslee. In the fall of 2010, they were joined by Liz Henry, a Southborough social studies teacher at the Trottier Middle School. The team continues to engage in vertical articulation of concepts and refining of the K-5 assessment tasks that indicate student progress in geography, history, civics, and economics.

The World Languages Team welcomed its new chair, Norma Bauer-Lostaunau, a teacher of Spanish language and culture at Algonquin. The team focuses on projects of common interest to teachers at the two middle schools and Algonquin Regional High School. The entire Trottier World Languages Team is actively involved on the district-wide committee.

The Arts Curriculum Team is chaired by Rebecca Makara, a Northborough music teacher. In 2010, she was joined by George Hancin, an Algonquin art teacher. The art teachers on the team worked together to identify exemplary projects for display on a content area web site. They developed a valuable template for other committees. The *Bandorama* produced by the Music teachers is intended to help the players and their families appreciate both the past accomplishments as well as the path that lies ahead. The *Bandorama* project is expected to showcase the Southborough Music Program next year.

The English Language Learners (ELL) Team is chaired by Rhoda Webb, the district's Lead Teacher for English Language Learners. The team brings to focus the need for effective communication with culturally and linguistically diverse families. All Southborough schools support the ELL Team in its district-wide effort to effectively engage ELL families' participation in their children's education.

The Technology Committee is chaired by district Technology Director, Ms. Jean Tower. The Committee worked on the required *District Technology Plan* which promotes integration of technology throughout all curriculum areas.

Two teams focus directly on the needs of students. ***The School-Wide Assistive Technology Team (SWAT)*** responds to individual student needs. The ***Health and Wellness Committee*** is an interdisciplinary team led by the district Nurse Leader, Ms. Laurie Pardee.

Somewhat different from other committees in role and function, ***The Superintendent's Curriculum Advisory Committee*** attracts parents, school committee members, teachers, as well as administrators from Southborough, Northborough and Algonquin Regional High School. Emerging issues in education and topics of interest to Committee members are discussed. In 2010, topics included a social competency program known as *Responsive Classroom*, thematic integration in a high school Spanish Language class, and The New England Association of Schools and Colleges (NEASC) accreditation process at Algonquin Regional High School.

Numerous curriculum projects took place in the summer of 2010. In the middle of August, two Southborough reading specialists, Mary Ellen Shields and Betsy Joseph, introduced 30 Northborough elementary school teachers to the *Daily 5* and *CAFÉ Menu* framework for managing literacy instruction. Mary Ellen also worked with the Neary school teachers on a more advanced *CAFÉ Menu* seminar.

Curriculum, Instruction, and Professional Development (continued)

A team of teachers at Woodward explored the *EasyTeach* program that comes with the *Eno* Boards. Woodward teachers also reviewed criteria for an *Exemplary Reading Award* and began gathering evidence needed to apply. A team of preschool teachers designed a template for the preschool report card. A team of nurses worked on a *Healthy Care Continuum* curriculum design.

Two initiatives focused on eighth grade transition to high school. Sanaa Okacha, a French teacher at Trottier Middle School joined French teachers from Melican and Algonquin for a program review and planning. Danielle Horton, an English Language Arts teacher at Trottier, joined Melican and Algonquin language arts teachers in a project titled *Transition through Writing*. Art teachers from the three districts worked on a web site design that will allow for increased communication regarding the fine arts curriculum across the span of K-12 grades. Overall, over 30 teachers and administrators participated in summer curriculum projects in Southborough.

Instructional Technology

Jean E. Tower, Director of Technology

Instructional technology plays an integral role in education today. Our Strategic Plan says that we will integrate technology "to support learning, teaching, and organizational needs of the district." It also commits us to providing a robust technology infrastructure in order to move toward the stated vision: "State of the art technology is available and utilized throughout the school environment to enhance the curriculum and increase productivity."

In planning for future needs for technology, we recognize that there will always be a mixture of items and staffing that the schools will continue to require. We need a robust network infrastructure and sufficient bandwidth to meet the demands of online learning. We need to provide access to computers and software that meet the teaching and learning goals of our district. This means having plans in place for a regular replacement cycle of hardware and for upgrading software. Software upgrades, maintenance, and infrastructure improvements are necessary, ongoing items. When thinking about replacement of hardware, the "life expectancy" of that hardware must be considered. In schools, we have typically expected the lifetime of hardware to be 5-8 years, well beyond what industry calculates the life of computer hardware to be. The Massachusetts Department of Elementary and Secondary Education now requires schools to meet the benchmark of having a computer replacement cycle of five years or less. This translates to an annual budget that allocates for the replacement of 20% of the existing hardware every year. It will be a challenge for the school district to meet the budget needs of technology in these tight economic times, but the integral role that technology plays in education and in lifelong learning beyond students' terms here in our schools is irrefutable.

In the area of staffing, we have some unmet needs. The staffing benchmarks from the DESE suggest that we should have certain ratios of technical support staff, instructional technology support, and a data management person. We still have staffing goals that would help us meet these benchmarks. For example, the state benchmark is that the school district provides at least one full-time equivalent technical person to support 400 computers. By that calculation we should have a second technical support person in Southborough, making this one of our staffing goals.

In spite of disparities between the actual budget and budget necessary to fund all of our goals, we have made progress infusing technology into each of the four schools. In purchasing new hardware, one of our first priorities is to replace our oldest, least functional computers. Second, we make incremental progress towards creating true digital-age classrooms with projectors and interactive whiteboards.

Of course, the most important part of the technology program is that our students and teachers work to integrate effective technology use in the curriculum, using computers to conduct research, write, create multimedia presentations, and to access the curriculum in many subject areas through content

Instructional Technology (continued)

specific software. Literacy in today's world is not possible without technology literacy and we begin early educating our students in relevant and safe uses of technology, always in age-appropriate ways.

The heart of the technology plan continues to be a focus on integrating technology into the curriculum and providing access to all. We continually review our current status in comparison with latest research, national best practices, peer districts, and our own goals. We focus on the core belief that what matters most is what students and staff do *with* computers to achieve critical learning goals and master 21st century skills.

Grants

The following is a brief summary of the federal and state grants Southborough Public Schools received in 2010.

Three federal grants are administered through the Office of the Assistant Superintendent. Under *No Child Left Behind* regulations, a percentage of Title I, II and IV funds must be shared with private schools that qualify for assistance. Technology grants are administered by the Technology Director. Three grants are administered by the Office of Student Support Services. The Essential School Health Services grant is administered by the Nurse Leader, and the state Kindergarten grant is jointly administered by the Business Office and the Superintendent.

Title I Entitlement Grant - \$25,140

Title I provides funding for interventions that benefit underachieving students by helping students from Woodward, Neary and Trottier schools meet state performance standards. For a second year, a portion of the grant funded a summer language intensive program for elementary age English Language Learners. Title I funding is distributed based on a federal formula. Students receive assistance based strictly on academic criteria.

Title II Part A - Improving Educator Quality - \$23,771

This grant provides funds for high-quality professional development, including consultant fees, leadership training opportunities for teachers interested in obtaining administrative license, coverage for teachers participating in mandated training, and stipends for summer curriculum projects. The grant also pays for training regarding methods of instruction for English Language Learners.

Title IV - Safe and Drug Free Schools - \$1,618

The district uses Title IV to fund social competency programs such as Responsive Classroom and Open Circle.

Quality Full-Day Kindergarten Grant - \$58,000

The purpose of these funds is to enhance the educational experience of children currently in full-day kindergarten classrooms. The focus is on improving the quality and continuity of curriculum across preschool, kindergarten, and grade one. The district uses these funds to defray the cost of kindergarten instructional aides.

Early Childhood Special Education Allocation - \$32,787 Consolidated Grant

This grant guarantees that young children with disabilities are placed in high-quality inclusive programs that meet the federal and state requirements for the least restrictive learning environment. The funds pay for part of the costs of the preschool integrated programs, with emphasis on services for medically fragile children.

Grants (continued)

Federal Special Education Entitlement - \$352,488

This annual federal entitlement grant is allocated to ensure that students with disabilities receive a free and appropriate education through the provision of special education and related services. The district utilizes these funds to defray some of the costs involved in meeting students' complex, individual learning needs. A number of special education positions are funded through this grant as well as training and consultation for classroom teachers, special education teachers, and therapists.

Special Education ARRA IDEA Stimulus Grant - \$217,456

This new, two-year, federal grant is allocated for two discrete purposes: *Recovery* from previous budget cuts that impact special education services and *Investment* in improving services for students with disabilities. Funds have been allocated to recover special education aides that were previously cut from the 2010 budget. In addition, short-term positions and consultants have been hired to help all personnel build capacity by increasing skills and strategies to support the district's most fragile learners.

Essential School Health Services - \$86,100 Consolidated Grant

This past year the Massachusetts Department of Public Health continued to award a health services grant to the Northborough, Southborough, and Northborough-Southborough Regional School Districts. The purpose of these funds is to improve health services to all school children. A number of nursing positions are funded through this grant.

SOUTHBOROUGH PUBLIC SCHOOLS
Enrollment by Grades
October 1, 2010

| <i>School</i> | Pre-K | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | <i>Total</i> |
|-----------------|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|--------------|
| Finn | 45 | 113 | 161 | | | | | | | | 319 |
| Woodward | | | | 151 | 157 | | | | | | 308 |
| Neary | | | | | | 180 | 188 | | | | 368 |
| Trottier | | | | | | | | 178 | 156 | 174 | 508 |
| Total | 45 | 113 | 161 | 151 | 157 | 180 | 188 | 178 | 156 | 174 | 1,503 |

Town of Southborough School Financial Statement

For the 2010 Fiscal Year - July 1, 2009 through June 30, 2010

APPROPRIATION:

| | | |
|-------------------------------|---------------|---------------|
| Regular Education | \$ 11,657,886 | |
| Special Education | \$ 4,522,993 | |
| Total Beginning Appropriation | | \$ 16,180,879 |

Total Appropriation \$ 16,180,879

EXPENDITURES:

REGULAR DAY PROGRAMS

ADMINISTRATION:

| | | |
|---------------------------------|------------|------------|
| School Committee | \$ 12,136 | |
| Superintendent's Office | \$ 91,379 | |
| Administrative Support Services | \$ 317,955 | |
| Total Administration | | \$ 421,470 |

INSTRUCTION:

| | | |
|--|--------------|--------------|
| Supervision | \$ 39,200 | |
| Principals' Offices | \$ 827,980 | |
| Teaching | \$ 6,994,306 | |
| (includes Salaries, Supplies and Materials) | | |
| Professional Development | \$ 91,479 | |
| Textbooks & Instructional Equip | \$ 483,481 | |
| Library Services | \$ 243,725 | |
| Guidance Services | \$ 213,102 | |
| Total Instruction | | \$ 8,893,274 |

OTHER SCHOOL SERVICES:

| | | |
|------------------------------------|------------|------------|
| Attendance Services | \$ 500 | |
| Health Services | \$ 251,431 | |
| Pupil Transportation | \$ 350,159 | |
| Cafeteria Services | \$ - | |
| After School Activities | \$ 27,198 | |
| Student Body Activities | \$ 18,110 | |
| Total Other School Services | | \$ 647,399 |

OPERATION OF PLANTS:

| | | |
|----------------------------------|------------|--------------|
| Custodial Services | | |
| (Salaries & Supplies) | \$ 725,808 | |
| Heating | \$ 164,704 | |
| Electricity | \$ 273,243 | |
| Telephones | \$ 21,998 | |
| Gas | \$ 1,160 | |
| Water | \$ 18,331 | |
| Technology Telecommunications | \$ 26,434 | |
| Total Operation of Plants | | \$ 1,231,678 |

MAINTENANCE:

| | | |
|--------------------------|------------|------------|
| Grounds | \$ 18,990 | |
| Buildings | \$ 274,694 | |
| Equipment | \$ 106,677 | |
| Extraordinary Maint | \$ - | |
| Technology Maintenance | \$ 34,115 | |
| Total Maintenance | | \$ 434,476 |

LEASE OF BUILDING & EQUIPMENT: \$ 1,640

**TOTAL EXPENDITURES,
REGULAR DAY PROGRAMS** \$ 11,629,936

SPECIAL EDUCATION PROGRAMS

| | |
|--|--------------|
| Legal Services | \$ 12,866 |
| Supervision | \$ 126,349 |
| Teaching (Salaries & Supplies) | \$ 2,390,499 |
| Professional Development | \$ 421 |
| Psychological Services | \$ 286,757 |
| Health Services | \$ 67,111 |
| Transportation | \$ 347,920 |
| Equipment Maintenance | \$ 9,809 |
| Programs - Other Schools in Massachusetts | \$ 1,213,347 |
| Payments to Collaboratives | \$ 64,142 |

**TOTAL EXPENDITURES,
SPECIAL EDUCATION** \$ 4,519,220

TOTAL EXPENDITURES \$ 16,149,156

BALANCE RETURNED TO GENERAL FUND: \$ 31,723

SCHOOL LUNCH ACCOUNT

INCOME:

| | | |
|------------------------|------------|------------|
| Cash Balance from FY09 | \$ (2,828) | |
| Total Receipts, FY10 | \$ 281,378 | |
| Total Revenues | | \$ 278,550 |

EXPENSES:

| | | |
|--------------------------|------------|------------|
| Total Expenditures, FY10 | \$ 274,841 | \$ 274,841 |
| BALANCE TO FY11 | | \$ 3,709 |

KINDERGARTEN ENHANCEMENT

| | | |
|-----------------------------|-----------|-----------|
| Expenditures | \$ 72,120 | |
| Unexpended Balance | \$ - | |
| Total Grant Received | | \$ 72,120 |

WHO DO I CALL??



SOUTHBOROUGH TOWN HOUSE

17 Common Street 01772-1662

Main Number: 508-485-0710

Fax: 508-480-0161

Email: selectmen@southboroughma.com

Web Site: www.southboroughma.com

EMERGENCY NUMBER.....911 [Police, Fire, Ambulance]

| DEPARTMENT | PHONE | CONTACT NAME |
|---------------------------|--------------|--|
| Accounting | 485-0710 | Carla McAuliffe, Town Accountant |
| Animal Control Officer | 485-7817 | Leslie Boardman |
| Assessors | 485-0720 | Paul Cibelli, Principal Assessor |
| Board of Appeals | 485-0717 | Jeanne Survell, Administrative Secretary |
| Board of Health | 481-3013 | Paul Pisinski, Public Health Director |
| Board of Selectmen | 485-0710 | Jean Kitchen, Town Administrator |
| Building Department | 485-0717 | David Gusmini, Building Inspector |
| Conservation Commission | 485-0710 | Beth Rosenblum, Conservation Administrator |
| Facilities Department | 485-8175 | Phil Rinehart, Facilities Manager |
| Fire Department | 485-3235 | John Mauro, Jr., Fire Chief |
| Housing Authority | 481-2166 | Lynne Moreno, Director |
| Library | 485-5031 | Jane Cain, Director |
| Planning Board | 485-0717 | Eric Denoncourt, Town Planner |
| Police Department | 485-2147 | Jane Moran, Police Chief |
| Public Works Department | 485-1210 | Karen Galligan, DPW Superintendent |
| Cemetery Division | 485-1618 | Bridget Gilleney-DeCenzo, Division Supervisor |
| Transfer Station | 485-2511 | <u>Hours:</u> 8:00 a.m. - 6:00 p.m. Wednesday through Saturday |
| Water Division | 485-1845 | |
| Recreation Commission | 229-4452 | Doreen Ferguson, Director |
| Senior Center | 229-4453 | Pamela LeFrancois, COA Director |
| Town Clerk | 485-0710 | Michelle Jenkins, Assistant Town Clerk |
| Treasurer/Collector | 485-0710 | Brian Ballantine, Finance Director |
| Veterans' Agent | 229-2172 | John Wilson [4:00 p.m. - 6:00 p.m. Tuesday] |
| Youth and Family Services | 481-5676 | Laurie Sugarman-Whittier, Director |

OTHER SERVICES

| | | |
|----------------------------------|----------------|---|
| Arts Council | 481-9351 | |
| Cable Access | 485-8156 | Lou D'Amico, Cable Access Director |
| Charter Communications | 1-800-634-1008 | Cable TV provider |
| Verizon | 1-888-553-1555 | Cable TV provider |
| Citizen Information | 1-800-392-6090 | Secretary of State's Office |
| Historical Museum | 229-8055 | <u>Hours:</u> 10:00 a.m. - 12:00 p.m. Tuesday |
| Meals On Wheels Program | 229-4453 | Call by 1:00 p.m. for next day's reservation |
| Baypath [home delivery] | 508-573-7246 | Call by 1:00 p.m. for next day's reservation |
| National Grid | 1-800-322-3223 | Customer Service |
| NSTAR | 1-800-592-2000 | Customer Service |
| Post Office, 162 Cordaville Road | 485-4736 | |
| Southborough Community House | 485-4887 | Bertha Ginga |

SCHOOLS

| | | |
|---------------------------------|----------|---|
| Albert S. Woodward [Gr. 2-3] | 229-1250 | James Randell, Principal |
| Algonquin Reg. High School | 351-7010 | Thomas Mead, Principal |
| Assabet Valley Reg. Vocational | 485-9430 | Mary Jo Nawrocki, Superintendent/Director |
| Margaret Neary [Gr. 4-5] | 481-2300 | Linda Murdock, Interim Principal |
| Mary Finn [Pre-K-1] | 485-3176 | Mary Ryan, Principal |
| Superintendent's Office | 486-5115 | Charles Gobron, Superintendent |
| Trotter Middle School [Gr. 6-8] | 485-2400 | Keith Lavoie, Interim Principal |